

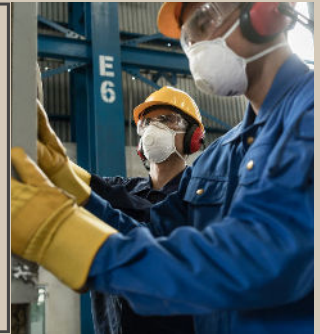
EMPLOYEE SURVEYS

Employee satisfaction shouldn't be a mystery. Use the survey on page two at your company to learn more about your staff and how they feel about their work. You can copy the questions into an online survey creator or use the sheet as is. Be sure to follow the best practices and keep surveys anonymous.

BEST PRACTICES

ANONYMOUS AND CONFIDENTIAL

Ensure that surveys are anonymous and confidential. Employees are more likely to provide honest feedback when they know their responses won't be traced back to them.



REGULAR TIMING

Conduct surveys at regular intervals (e.g., annually or semi-annually) to track changes in satisfaction over time. Consistency in timing allows you to measure the effectiveness of your retention efforts.



CLEAR COMMUNICATION

Communicate the purpose of the survey to employees transparently. Explain how their input will be used to improve the workplace and emphasize the importance of their feedback.



FEEDBACK LOOP

Share the survey results with employees and communicate the steps you plan to take based on their feedback. Keep employees engaged in the process and show that their input matters.



EMPLOYEE SATISFACTION SURVEY

Please indicate your level of agreements with the statements listed below

Strongly Disagree Disagree Agree Strongly Agree

• I am comfortable working in this company

• This company provides many new work experiences

• My soft skills are honed after working in this company

• I see there is a long career path in this company

• The salary that I receive in this company is what I expect

• My work is appreciated and valued in the company

• The work I do is important