



**NEW MEXICO JUDICIAL BRANCH
ADMINISTRATIVE OFFICE OF THE COURTS
EMPLOYEE EXIT SURVEY**

Thank you for your service to the Administrative Office of the Courts. Please help the AOC better understand your reasons for leaving by completing this survey.

Name:	Separation Date:
Job Classification:	Direct Supervisor:
Length of Service with AOC:	Hourly Rate:

Acknowledgement

- KEEP CONFIDENTIAL** (information will be communicated to the AOC Director & HR Director)
 NON-CONFIDENTIAL (information will be shared with supervisor/management with a need to know)

Reason for Separation

<input type="checkbox"/> Voluntary Resignation	<input type="checkbox"/> Accepted New Job – better salary
<input type="checkbox"/> Dismissal / Involuntary Discharge	<input type="checkbox"/> Accepted New Job – reduced commute
<input type="checkbox"/> Health Reasons	<input type="checkbox"/> Accepted New Job – better benefits
<input type="checkbox"/> Retirement	<input type="checkbox"/> Accepted New Job – better work schedule
<input type="checkbox"/> Moving From Area	<input type="checkbox"/> Other (please explain) –

Address for future correspondence and final check:

What did employee like best about the AOC:

What did employee dislike about the AOC:

Why did employee decide to leave the AOC?

What should the AOC do to attract and retain good employees?



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YOUR NEW JOB:

What company will you be working for?

What is your new rate of pay?

How would you compare your new benefits to the New Mexico Judicial Branch?

When and why did you begin seeking other employment?

On a scale of 1-5 (1 being low/disagree, 5 being high/agree), please rate each area:

- _____ Employee was treated fairly by supervisor.
- _____ Employee was given sufficient tools, training, & resources to meet job objectives.
- _____ Employee was given regular performance feedback.
- _____ Employee was encouraged to communicate ideas and concerns to supervisor.
- _____ Employee had clear goals and understood the job expectations.
- _____ Employee is likely to reapply with the AOC.
- _____ Employee would recommend the AOC to family/friends for employment.
- _____ Employee salary was adequate and fair for the work performed.
- _____ Employee workload was manageable.

Thank you for completing this survey.

Please return the completed survey to aochrd-grp@nmcourts.gov. Data from this survey will be analyzed anonymously, reported in aggregate form to the AOC Administration, and used to enhance the work climate of all AOC employees. If you prefer, you may send it directly to the AOC Human Resources Division Director at aoceee@nmcourts.gov.