



DEPARTMENT OF HUMAN RESOURCES MEDICAL TEACHING INSTITUTION



**Gajju Khan Medical College / Bacha Khan Medical Complex Swabi/
THQ Topi/THQ Lahore
(Khyber Pakhtunkhwa)**

Name:	Employment Date:
Department:	Date of last shift:
Position:	Date:

What prompted you to seek alternative employment?

<input type="checkbox"/> Type of Work	<input type="checkbox"/> Quality of Supervision
<input type="checkbox"/> Compensation	<input type="checkbox"/> Work Conditions
<input type="checkbox"/> Lack of Recognition	<input type="checkbox"/> Family Circumstances
<input type="checkbox"/> MTI GKMC/BKMC Culture	<input type="checkbox"/> Career Advancement Opportunity
<input type="checkbox"/> Seeking better benefits / conditions	Other:

Before making your decision to leave, did you investigate other options that would enable you to stay? Yes No

If "yes", describe

How would you describe the working environment here?

<input type="checkbox"/> Supportive	<input type="checkbox"/> Professional
<input type="checkbox"/> Competitive	<input type="checkbox"/> Relaxed / informal
<input type="checkbox"/> Bureaucratic	<input type="checkbox"/> Friendly / welcoming
<input type="checkbox"/> Team-oriented	<input type="checkbox"/> Hardworking
<input type="checkbox"/> Conservative	<input type="checkbox"/> Haphazard
<input type="checkbox"/> Other:	

What did you think of your supervision in regard to the following?

	Almost always	Sometimes	Never	Comments
Demonstrated fair and equal treatment				
Provided recognition on the job				
Developed cooperation and teamwork				
Encouraged/listened to suggestions				
Resolved complaints and problems				
Followed policies and practices				

How did you feel about the following?

	Very Satisfied	Slightly satisfied	Neutral	Slightly dissatisfied	Very Dissatisfied
Opportunity to use your abilities					
Opportunity to use your abilities					
Opportunity to use your abilities					
Recognition for the work you did					
Training you received					
Your supervisor's management methods The opportunity to talk with your supervisor					
The information you received on policies, programs, projects and problems					
The information you received on departmental structure					
Promotion policies and practices					
Discipline policies and practices					
Job transfer policies and practices					
Overtime policies and practices					
Performance review policies and practices					
Physical working conditions					

Was your workload usually:

- Too great
 Varied, but all right
 About right
 Too light

How would you rate the following in relation to your job?

	Excellent	Good	Fair	Poor	Comments
Cooperation within your department					
Cooperation with other departments					
Communications in your department					
Communications within MTI GKMC/BKMC as a whole					
Communications between you and your HOD/Manager/Supervisor					
Morale in your department					
Job Satisfaction					
Training you received					
Growth Potential					

How did you feel about your salary and the employee benefits?

	Excellent	Good	Fair	Poor	Comments
Base Salary					
Medical Plan					
Dental Plan					
EOBI					
C.P Fund					
Paid-time-off					
Other					

Are there any other benefits you feel should have been offered?

Yes No

If "Yes", What?

Any other comments on benefits?

How frequently did you get performance feedback?

What were your feelings about the performance review process?

How frequently did you have discussions with your HOD/Manager/Supervisor about your career goals?

What did you like most about your job and/or MTI GKMC/BKMC?

What did you like least about your job and/or MTI GKMC/BKMC?

What does your new job offer that your job at MTI GKMC/BKMC does not?

Do you have any suggestions for improvement? Have you raised them in the past?

Would you recommend MTI GKMC/BKMC to a friend/family as a place to work?

Yes, without reservations Yes, with reservations No

Are there any other comments you would like to make (suggestions, concerns, opportunities, etc.)?

Consent:

In order to provide a professional and effective service we need to keep a record of personal information. All personal information is treated as private and confidential by all HR MTI GKMC/BKMC and It is recorded on a database and/or in a paper file.

You have the right to see any information that we hold about you and we may compile statistical information for monitoring/ improving our services and patient care.

In order to do this, we need your permission.

Consent:

I have read and understood the information above, and I give my written consent to HR MTI GKMC/BKMC to hold personal information about me.

Name: _____

Signature: _____

Date: _____

Thank you for your feedback, we appreciate the opportunity to identify areas we can improve on.