

Fresno Unified School District

**NOTIFICATION OF RESIGNATION / EXIT INTERVIEW**

I, \_\_\_\_\_(Name), \_\_\_\_\_(EmployeeID)  
hereby resign my position as a(n) \_\_\_\_\_(Job Title)  
at \_\_\_\_\_.(School Site/Department)  
My last day of work will be \_\_\_\_\_.(mm/dd/yy)

Gender:  Male  Female      Length of Service:  Less than 10 years  10 Years or more

I am resigning my position for the following reason:

Please choose one:

- |   |   |
|---|---|
| <input type="checkbox"/> Other Career Opportunities   | <input type="checkbox"/> Personal Reasons           |
| <input type="checkbox"/> Work Location                | <input type="checkbox"/> Retirement                 |
| <input type="checkbox"/> Salary / Wage                | <input type="checkbox"/> Relocation                 |
| <input type="checkbox"/> Employment Conditions        | <input type="checkbox"/> Voluntary Resignation      |
| <input type="checkbox"/> Workplace Culture and Values | <input type="checkbox"/> Pursuing Further Education |

Notes: \_\_\_\_\_  
\_\_\_\_\_

If your resignation is due to a hardship, did you request a leave of absence?

Not applicable to me       No       Yes

What was the outcome? \_\_\_\_\_

Would you work for FUSD again in the future?

Yes  No

Would you recommend employment with FUSD to a friend?

Yes  No

By signing this resignation, I declare that I have notified my school site or department and have given sufficient notice. By signing, I also understand my responsibility to turn in any keys, ID Badges, security items, and/or confidential information to my supervisor no later than my last date of employment.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please Return to: Division of Human Resources at:  
2309 Tulare St, Fresno, CA 93721

(559) 457-3500

FAX (559) 457-3601

## FUSD EXIT INTERVIEW

Fresno Unified School District is committed to providing a positive work environment for our employees. This exit interview process provides a valuable source of information to assist the district in assessing the overall quality of the work environment. We therefore appreciate that you have agreed to take a few minutes to complete the questionnaire.

Your response will be treated in total confidence and all questions are optional.

Please comment on how satisfied you were with each of the following aspects of your job:

<b>Evaluation</b>	<b>Extremely Satisfied</b>	<b>Somewhat Satisfied</b>	<b>Neutral</b>	<b>Somewhat Dissatisfied</b>	<b>Extremely Dissatisfied</b>
<b>Experience / Work Environment</b>					
Overall work experience					
Office/work Environment					
Hours worked					
Geographic location					
<b>Job / Role</b>					
Nature of work required in your role					
Opportunities for advancement and development					
<b>Terms and Conditions</b>					
Salary					
Other benefits					
Employment conditions					
Access to flexible working arrangements					
<b>Interpersonal Relationships</b>					
Relationship with immediate supervisor / manager					
Relationship with staff in your site /dept					
<b>Training and Development</b>					
Training and Development Opportunities					
Access to training programs					
<b>Management</b>					
Communication of FUSD direction and policy					
Communication of decisions and other issues affecting you					
Competence of your immediate manager					
<b>Workplace Culture</b>					
Culture of respecting individual differences					
Culture of providing a workplace free of harassment and bullying					