

# HIRING WITH EXCELLENCE

## NEW HIRE ORIENTATION SURVEY [TEMPLATE]

1. Did New Team Member Orientation meet your needs and expectations as a new employee?

YES

NO

Explain why or why not:

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2. What changes/improvement, if any, would you recommend for New Team Member Orientation?

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3. Did you receive adequate training during the first 3 - 4 weeks in your department?

YES

NO

4. What did you like about the training you received during the first 3 - 4 weeks in your department?

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5. How satisfied were you with the knowledge and skill of your assigned mentor or co-worker?

- Extremely Satisfied
- Very Satisfied
- Somewhat Satisfied
- Dissatisfied
- Very Dissatisfied

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6. How satisfied were you with the availability of your direct leader or team member to assist you in completing your training?

- Extremely Satisfied
- Very Satisfied
- Somewhat Satisfied
- Dissatisfied
- Very Dissatisfied

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7. How satisfied are you with the length of time given to complete training during work hours? (If you answer "Somewhat Satisfied," "Dissatisfied," or "Very Dissatisfied" please explain the circumstances that led you to select this answer).

- Extremely Satisfied
- Very Satisfied
- Somewhat Satisfied
- Dissatisfied
- Very Dissatisfied

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8. What changes/improvement would you recommend for training received during the first 3-4 weeks in your department?

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9. You would recommend \_\_\_\_\_ as a good place to work?

- \_\_\_\_\_ Strongly Agree
- \_\_\_\_\_ Agree
- \_\_\_\_\_ Neither Agree or Disagree
- \_\_\_\_\_ Disagree
- \_\_\_\_\_ Strongly Disagree

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10. What workplace training topics are you interested in?

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11. What training styles are you interested in? (Please rate from 1 - 4, with 1 being your first choice and 4 being your last choice).

- \_\_\_\_\_ Classroom
- \_\_\_\_\_ Computer-based
- \_\_\_\_\_ Self Study
- \_\_\_\_\_ Video

12. What questions, if any, do you have about policies, procedures, benefits?

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