

Employee Interview

worksheet

# Position:

|  |  |
| --- | --- |
| Title |  |
| Location |  |
| Type of Employment |  |
| Onsite/Hybrid/Remote |  |
| Department Head |  |
| Commute |  |

# Benefits (List benefits your company offers)

|  |  |  |
| --- | --- | --- |
| Benefit | Notes | Order of importance |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
|  |  |  |
| Most Valued and Why |  |  |

# Biggest Pain Points

|  |  |
| --- | --- |
| Work |  |
| General |  |
| More |  |

# Additional information

|  |  |
| --- | --- |
| Include anything not listed you would like to include |  |