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# How to survive an exit interview



You've just said yes to your next job and informed your manager you're leaving. Two important conversations down and potentially one more to go. Depending on the organization, the next conversation you might have is with your [human resources](#) department. They may approach you to schedule an exit interview. You should say yes, and here's why.

No matter the reason for your leaving, approach this exit interview like you would your [first interview](#). What you say matters. Plenty of notes will be taken and the interest level is high. Your approach, preparation, and professionalism is expected. Don't take this as an opportunity to gloat or exercise your frustrations. The old saying of "if you don't have anything nice to say, don't say anything at all" still applies here.

Your organization will want to know why you've decided to leave. Remember, they are keenly interested in [recruiting](#) and retaining employees. Your input will help them develop a strategy to keep people long-term.

## Stay professional

They may ask you about your job and what you do, and how this could be improved going forward. Provide constructive feedback. This is where you can talk about what you liked and didn't like, and whether

the job was suited to your talents and experience.

This is also when they may ask about your relationship with your manager. If your manager is **the reason** you're leaving, tread carefully here and maintain your professionalism. Provide constructive feedback but don't be critical.

If you aren't comfortable sharing your feedback, you're not compelled to share anything, so don't feel like you must. But remember: just because you're leaving this organization and this manager, depending on the industry, there is always a chance you may seem them again in the future.

## The role of company culture

You may be asked about the work environment and culture. Organizations care about **the culture** they are cultivating. Ultimately, if the culture is not appealing or healthy, this could lead to a higher turnover of staff.

If the culture and the workplace is why you're leaving, provide suggestions and feedback on how to improve things without overstepping your boundaries and professionalism. Maybe they could benefit from a television in the break room, more time away from the office, or fewer meetings. Whatever it is, tell them. Your coworkers will benefit and appreciate it.

Exit interviews are an important part of the winding down process when you leave an organization. Your participation in these interviews isn't solely about you; it's about the people you're leaving behind as well. Depending on the nature of the topics discussed, your HR department may have ideas as to why you're leaving, but will want to use this time to confirm a few things before suggesting changes once you're gone.

If you believe in the philosophy of leaving something better than when you found it, an exit interview can be a powerful tool to make a lasting, positive impression on the organization.

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