



motivosity

Employee Survey Templates for 2024



**Your Guide to Asking the
Right Questions and Getting Better Answers**



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Employee surveys come in all shapes and sizes. From finding out employee preferences about the company holiday party to your annual engagement questionnaire, there are so many things that you can (and need) to get done with surveys.

We've created templates for some of the most critical questions you should be asking your employees, as well as surveys that might help you make a difference when it comes to your culture and employee experience.

These surveys work best when they're deployed within Motivosity using the Employee Insights add-on. When you use Employee Insights to run your employee engagement and survey initiatives, you not only get a way to listen to your employees, but you get the data through real-time intuitive dashboards so you can make informed decisions to improve your culture and employee experience.

Employee Benefits Survey

One of the best ways to know if your benefits packages are competitive is to ask your employees how they think and feel about your company offerings. Use this survey to find out how your benefits stack up and see where you might need to make some improvements to retain your top talent.

Feel free to add or remove questions based on your needs.

When setting up this survey in Motivosity, here's what we recommend to see the most success.

1. Set this survey as anonymous.
2. Make this an active presentation survey so it appears as a pop-up upon login.
3. If these results are important to you, incentivize completion with a dollar sweetener.

Number of Questions: 8

Time to Complete: 5 minutes

Questions:

1

What's your current job title?

- Entry-Level
- Mid-Level
- Senior-Level
- Managerial
- Executive

Response Type: Single Choice

2

How long have you worked for us?

- Less than 1 year
- 1-3 years
- 3-5 years
- 5-10 years
- Over 10 years

Response Type: Single Choice

3

Do you feel that your pay is competitive with the current market?

Yes
 No
 I'm not sure

Response Type: Single Choice

4

How satisfied are you with the current health insurance plan?

1 2 3 4 5 6 7 8 9 10
 Very Dissatisfied Very Satisfied

Response Type: 1-10 Satisfaction Gauge

5

How satisfied are you with the offered retirement plan?

1 2 3 4 5 6 7 8 9 10
 Very Dissatisfied Very Satisfied

Response Type: 1-10 Satisfaction Gauge

6

How often do you use the paid time off (PTO) benefits?

Never
 Rarely
 Sometimes
 Frequently

Response Type: Single Choice

7

How satisfied are you with your work-life balance?

1 2 3 4 5 6 7 8 9 10
 Very Dissatisfied Very Satisfied

Response Type: 1-10 Satisfaction Gauge

8

If any, what changes or improvements would you make to the current benefits package?

Response Type: Open Text

Employee Gifting Survey

This employee survey can be used for all things gifting! Whether it's for holiday celebrations or more, this is a great template to get started and collect employee preference information. Feel free to rename this to fit whatever you're using this survey to accomplish. You could even call it the "Few of My Favorite Things" survey!

Feel free to add or remove questions based on your needs.

When setting up this survey in Motivosity, here's what we recommend to see the most success.

1. Do not set this survey as anonymous.
2. All answers should be an open text response type.
3. Make this a passive presentation survey so it appears in employees' action panels.

Number of Questions: 8

Time to Complete: 4 minutes

Questions:

1 **What are your favorite colors?**

Response Type: Open Text

2 **What are some of your hobbies?**

Response Type: Open Text

3 **Do you have a favorite book or author?**

Response Type: Open Text

4 **What kind of music do you like?**

Response Type: Open Text

5 **What's your favorite movie?**

Response Type: Open Text

6 **What's your favorite snack/candy?**

Response Type: Open Text

7 **Do you have any allergies?**

Response Type: Open Text

8 **Anything else we should know about you?**

Response Type: Open Text

Wellness & Health Questionnaire

Employee wellbeing is an important part of creating a safe place to work. Use this survey template to anonymously gather important information about your employees' health to help improve the employee experience with their specific needs in mind.

Feel free to add or remove questions based on your needs.

When setting up this survey in Motivosity, here's what we recommend to see the most success.

1. Set this survey as anonymous.
2. Make this a passive presentation survey so it appears in employees' action panels.
3. If these results are important to you, incentivize completion with a dollar.

Number of Questions: 7

Time to Complete: 4 minutes

Questions:

1
Overall, how would you rate your physical health?

- Very Good Very Poor
- Good
- Moderate
- Poor

Response Type: Single Choice

2
Overall, how would you rate your mental health?

- Very Good Very Poor
- Good
- Moderate
- Poor

Response Type: Single Choice

3
In the last month, how often have you felt stressed or overwhelmed because of work?

- Almost Always Rarely
- Often Never
- Sometimes

Response Type: Single Choice

4
Do you feel like you are able to manage work-related stress?

- Yes
- No
- I'm not sure

Response Type: Single Choice

5

In the past month, how often have you engaged in physical activity?

Almost Everyday Almost never

Several times a week

Once or twice a week

A few times a month

Response Type: Single Choice

6

How satisfied are you with the wellness benefits made available to you?

1 2 3 4 5 6 7 8 9 10

Very Dissatisfied Very Satisfied

Response Type: 1-10 Satisfaction Gauge

7

Is there anything else we should know about your health & wellness?

Response Type: Open Text

Exit Interview

Employees leave your company for a lot of reasons. Use this survey template to make sure those reasons aren't because you're a bad place to work. And, if there are some red flags that need to be addressed, use the responses to get ahead of the problem so you don't lose more talent to a fixable culture or company problem.

Feel free to add or remove questions based on your needs.

When setting up this survey in Motivosity, here's what we recommend to see the most success.

1. Do not set this survey as anonymous.
2. Make this an active presentation survey so it appears as a pop-up upon login.
3. Share the reports dashboard after completion with relevant members of your leadership team.

Number of Questions: 11

Time to Complete: 7 minutes

Questions:

1

What are the most important reasons for you leaving?

- My Manager
- Bad Culture
- Coworkers
- Work-life Balance
- Personal Changes
- Returning to Education
- Pay
- Health Reasons
- Retirement
- Bad Benefits
- Other

Response Type: Multiple Choice

2

How satisfied are you with your workload and responsibilities?

- Very Satisfied
- Satisfied
- Unsatisfied
- Very Unsatisfied

Response Type: Single Choice

3

How supported did you feel by your manager, coworkers, and leadership team?

- Very Supported
- Supported
- Unsupported
- Very Unsupported

Response Type: Single Choice

4

How connected did you feel to the work environment and culture?

- Very Comfortable
- Comfortable
- Uncomfortable
- Very Uncomfortable

Response Type: Single Choice

5

How satisfied were you with the development and training opportunities made available to you?

- Very Satisfied
- Satisfied
- Unsatisfied
- Very Unsatisfied

Response Type: Single Choice

6

How satisfied were you with your compensation and benefits package?

- Very Satisfied
- Satisfied
- Unsatisfied
- Very Unsatisfied

Response Type: Single Choice

7

How would you rate internal communication?

- 1 2 3 4 5 6 7 8 9 10
- Very Poor Excellent

Response Type: 1-10 Satisfaction Gauge

8

How often did you feel stressed or overwhelmed at work?

- Very Often
- Often
- Sometimes
- Rarely
- Never

Response Type: Single Choice

9

Did you feel recognized and valued for your work?

- Yes
- No
- Sometimes

Response Type: Single Choice

10

How likely are you to recommend someone to work here?

- Very Likely
- Likely
- Unlikely
- Very Unlikely

Response Type: Single Choice

11

Do you have any additional comments you would like to share about your experience?

Response Type: Open Text

Employee Satisfaction Survey

Employee satisfaction is a critical indicator of the health of your culture and employee base. Use the MV6 satisfaction survey to get an accurate idea of how your recognition programs, managers, and teams are performing. Get ahead of any culture snafus and make improvements based on relevant and timely feedback.

Feel free to add or remove questions based on your needs.

When setting up this survey in Motivosity, here's what we recommend to see the most success.

1. Set this survey as anonymous.
2. Make this an active presentation survey so it appears as a pop-up upon login.
3. Incentivize survey completion with a dollar sweetener.

Number of Questions: 6

Time to Complete: 2 minutes

Questions:

1

I receive frequent appreciation for my work.

1 2 3 4 5 6 7 8 9 10

Disagree Agree

Response Type: 1-10 Satisfaction Gauge

2

I have a positive relationship with my manager and supervisor.

1 2 3 4 5 6 7 8 9 10

Disagree Agree

Response Type: 1-10 Satisfaction Gauge

3

I feel connected to my team.

1 2 3 4 5 6 7 8 9 10

Disagree Agree

Response Type: 1-10 Satisfaction Gauge

4

I would not take a similar job for 10% more money.

1 2 3 4 5 6 7 8 9 10

Disagree Agree

Response Type: 1-10 Satisfaction Gauge

5

I tell my friends they should work here.

1 2 3 4 5 6 7 8 9 10

Disagree Agree

Response Type: 1-10 Satisfaction Gauge

6

Employees agree with and live by our company values.

1 2 3 4 5 6 7 8 9 10

Disagree Agree

Response Type: 1-10 Satisfaction Gauge

New Employee Onboarding Questionnaire

When new employees join your team, there are a lot of unknowns that need to be resolved. Utilize this survey template to get insight on important things like communication styles & preferences, additional support needs, and even information regarding what is most attractive about your org to incoming talent.

Feel free to add or remove questions based on your needs.

When setting up this survey in Motivosity, here's what we recommend to see the most success.

1. Do not set this survey as anonymous.
2. Make this a passive presentation survey so it appears in employees' action panels.
3. Introduce new employees to Motivosity bucks by incentivizing survey completion with a dollar sweetener.

Number of Questions: 8

Time to Complete: 7 minutes

Questions:

1

What attracted you to this company and role?

Response Type: Open Text

2

Any specific goals or objectives you have for your time with us?

Response Type: Open Text

3

How do you prefer to receive communication from the company?

- Email
- In-Person Meetings
- Slack/Microsoft Teams
- Other

Response Type: Single Choice

4

Are you in need of additional support during the onboarding process? If yes, please specify.

Response Type: Open Text

5

Do you have any specific software or technology needs for your role?

Response Type: Open Text

6

Do you have any preferences for how you like to collaborate with your team?

Response Type: Open Text

7

How do you prefer to receive feedback?

Response Type: Open Text

8

Is there anything else that you would like us to know about your on-boarding preferences or needs?

Response Type: Open Text

Remote Worker Questionnaire

Remote working has become more and more common since 2020, and it's not stopping any time soon. But, sometimes your remote workers can feel unheard, unseen, and unappreciated. Use this survey template to find out how your remote workers are feeling about their working conditions and find out how you can better support their remote work experience and maximize productivity.

Feel free to add or remove questions based on your needs.

When setting up this survey in Motivosity, here's what we recommend to see the most success.

1. Set this survey as anonymous.
2. Only send this survey to the remote workers in your organization.
3. Make this an active presentation survey so it appears as a pop-up upon login.

Number of Questions: 8

Time to Complete: 5 minutes

Questions:

1

How satisfied are you working from home?

1 2 3 4 5 6 7 8 9 10

Very Dissatisfied Very Satisfied

Response Type: 1-10 Satisfaction Gauge

2

How well do you feel like you can complete your work and maintain productivity at home?

1 2 3 4 5 6 7 8 9 10

Very Dissatisfied Very Satisfied

Response Type: 1-10 Satisfaction Gauge

3

What's the most difficult part of working from home for you?

- Balancing work and home responsibilities.
- Maintaining good work-life balance.
- Staying focused.
- A disruptive working space.
- Bad internet connection and/or technical issues.

Response Type: Single Choice

4

How satisfied are you with the support you're receiving from your team and company leadership?

- Very Satisfied Very Dissatisfied
- Satisfied
- Neutral
- Dissatisfied

Response Type: Single Choice

5

How satisfied are you with company communication and transparency?

- Very Satisfied Very Dissatisfied
- Satisfied
- Neutral
- Dissatisfied

Response Type: Single Choice

6

Do you feel like you have a good work-life balance while working from home?

- Yes
- No
- I'm not sure

Response Type: Single Choice

7

Do you feel connected to your peers and the rest of the company while working from home?

- Yes
- No
- I'm not sure

Response Type: Single Choice

8

How can we, as a company and leadership team, better support you while working from home?

Response Type: Open Text

Ready to put these templates to work in Motivosity? Start your 30-day trial of Employee Insights for free.

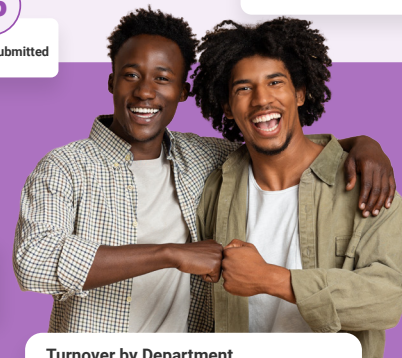
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Surveys Submitted

Employees were **2x** as likely to have a best friend at work.



Turnover by Department

