

Employee Job Satisfaction Survey

A structured survey for understanding the day-to-day employee experience.

PURPOSE	Measure patterns in role clarity, manager support, development, recognition, resources, and overall satisfaction.
BEST FOR	Organizations that can protect confidentiality and commit to sharing themes and follow-up actions.

Survey period	_____	Team / function (optional)	_____
Work arrangement (optional)	_____	Tenure range (optional)	_____

Rating scale

1	2	3	4	5
Strongly disagree	Disagree	Neutral / unsure	Agree	Strongly agree

Role and resources

STATEMENT	1	2	3	4	5
My responsibilities and priorities are clear.	[]	[]	[]	[]	[]
I have the tools and information needed to do my work well.	[]	[]	[]	[]	[]
My workload is reasonable most of the time.	[]	[]	[]	[]	[]

Manager and team

STATEMENT	1	2	3	4	5
My manager provides useful direction and	[]	[]	[]	[]	[]

STATEMENT	1	2	3	4	5
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feedback.

People on my team cooperate and communicate effectively.	☐	☐	☐	☐	☐
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I am treated fairly and respectfully.	☐	☐	☐	☐	☐
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Growth and recognition

STATEMENT	1	2	3	4	5
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I receive appropriate recognition for good work.	☐	☐	☐	☐	☐
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I have opportunities to build skills and grow.	☐	☐	☐	☐	☐
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I understand how my work contributes to organizational goals.	☐	☐	☐	☐	☐
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Overall experience

STATEMENT	1	2	3	4	5
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I am satisfied with my job overall.	☐	☐	☐	☐	☐
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I expect to still be working here 12 months from now.	☐	☐	☐	☐	☐
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I would recommend this organization as a place to work.	☐	☐	☐	☐	☐
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Written feedback

What most improves your experience at work?

What one change would have the greatest positive impact?

What should the organization continue doing?

Is there anything else leadership should understand?

Use notes

Educational use only. This template is a general operational aid, not legal, tax, payroll, benefits, safety, or other professional advice. Adapt it to your organization, protect confidential information, verify current requirements, and consult qualified advisors when appropriate.

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