Employee Engagement and Satisfaction Survey

Fill in each circle completely using a DARK BLUE or BLACK PEN, not a pencil. Do not use "x" or "/" marks. To ensure your anonymity, mail your completed survey in the postage-paid envelope provided. Upon receipt of your survey, your answers and comments will be added to those of your fellow workers and summarized as a group. The number in the right hand corner of this document is for data processing only and cannot be tracked to any individual's survey responses. If you have any questions or comments contact Best Companies Group at support@bestcompaniesgroup.com.

		Disagree Somewhat		Agree Somewhat	Agree Strongly	Not Applicable
1. Overall, I am very satisfied with my employer	O	O	O	O	O	·······
How do you feel about each of the following specific matters?	(Fill in a	single respo	nse for ea	ach stateme	nt below)	
2. This organization's leadership:		Disagree Somewhat		Agree Somewhat	Agree Strongly	Not Applicable
I understand the long-term strategy of this organization	O	O	O	O	O	O
well being	O	O	O	O	O	O
3. The organization's corporate culture and communications		16				
		Disagree Somewhat		Agree Somewhat		Not Applicable
This organization's corporate communications are frequent enough This organization's corporate communications are detailed enough This organization effectively communicates its progress towards meeting departmental goals	gh O	o	O	O	O	······
I have a good understanding of how this organization is doing financially	O	O	O	O	O	O
I can trust what this organization tells me	O	O	O	O	O	O
This organization gives me enough recognition for work that is well done	O	O	O	O	O	O
Quality is a top priority with this organization	O	O	O	O	O	······
My employer enables a culture of diversity	O	O	O	O	O	O
I like the people I work with at this organization	O	O	O	O	O	O
consequences	O					
to implementation	🕶	🔰	🕶	🔰	🕶	, J

4. Your role within this organization:		Disagree Somewhat		Agree Somewhat	Agree Strongly	Not <u>Applicable</u>
I like the type of work that I do	O	O	o	O	O	O
I am given enough authority to make decisions I need to make I believe my job is secure	O	O	O	o	O	······
I believe my job is secure	O	O	O	O	O	·····
Deadlines at this organization are realistic	O	O	O	O	O	······
I feel I am valued in this organization	O	O	O	O	O	······
I feel part of a team working toward a shared goal	C	O	O	O	O	······
I am able to maintain a reasonable balance between work and						
my personal life	C	O	O	O	O	······
My job makes good use of my skills and abilities	O	O	O	O	O	······
I have a clear understanding of my job role	O	O	O	O	O	······
I understand the importance of my role to the success of						
the organization	O	O	O	?	O	O
Most days, I feel I have made progress at work	O	O	O	O	O	O
5. Your work environment:	Disagree	Disagree		Agree	Agree	Not
2. Tour worm environments				Somewhat		
N. 1 . 1 . 1 . 12						
My physical working conditions are good	9		O	•	9	O
My general work area is adequately heated/cooled						
There is adequate noise control to allow me to focus on my work.	9		O	•	9	
My workspace has adequate privacy for me to do my job I feel physically safe in my work environment	9	9	9	9	9	
I feel physically safe in my work environment	9	O	•	•	•	
6. Your relationship with your immediate supervisor:	Disagree	Disagree		Agree	Agree	Not
	Strongly	Somewhat	Neutral	Somewhat	Strongly	<u>Applicable</u>
My supervisor treats me fairly	0	Q	Q	O	O	O
My supervisor treats me with respect						
My supervisor handles my work-related issues satisfactorily						
My supervisor handles my personal issues satisfactorily						
My supervisor acknowledges when I do my work well	O	•	Q	Q		Q
My supervisor tells me when my work needs improvement		O	Q		O	O
My supervisor is open to hearing my opinion or feedback		O	O	O	O	O
My supervisor wants me to develop to my fullest potential		O	O		•	O
My supervisor wants me to develop to my fullest potential I feel I can trust what my supervisor tells me	O	O	O	O	O	O
7 1						
7. Training, development and resources:				Agree		Not
	Strongly	Somewhat	Neutral Neutral	Somewhat	Strongly	<u>Applicable</u>
This organization provided as much initial training as I needed	O	O	O	O	O	Ο
This organization provides as much ongoing training as I need	Q	•	Q	Q		O
This organization provides the technology, equipment and						
resources I need to do my job well	O	O	O	O	O	O
The computer or other hardware I use to do my job is dependable	Q	•	Q	Q		O
The software and program applications I use to do my job are						
adequate	O	O	O	O	O	Ο
Technology issues are resolved in a timely manner	Q	•	Q	Q		O
Technology issues affecting my work are communicated to me						
in a timely manner	O	O	O	O	O	
This organization helps me pursue a career path that aligns			·····			
with my skills and interests	_	\sim	\circ	\circ	\circ	\circ
This organization encourages me to develop professionally and/or	()		()			
		O	•	J	•	
acquire new skills	•					
acquire new skills	· O	O	o	O	O	o

8.	Pay and Benefits:		Disagree Somewhat		Agree Somewhat	Agree Strongly	Not Applicable
My	pay is fair for the work I perform	O	O	O	O	O	C
Ove	erall, I'm satisfied with this organization's benefits package	O	C	O	O	O	C
Spe	cifically, I'm satisfied with the:						
Am	ount of vacation (or Paid Time Off)	C	O	O	O	O	C
Sicl	c leave policy	O	O	O	O	C	C
Am	ount of healthcare paid for	O	C	O	O	O	C
Der	tal benefits	O	C	O	O	O	C
Vis	on care benefits	O	C	O	O	O	C
Ret	rement plan benefits	O	O	O	O	O	C
Life	insurance benefits	O	O	O	O	O	C
Dis	ability benefits	O	O	O	O	O	C
Tui	tion reimbursement benefits	O	O	O	O	C	C
9. (Overall feelings about your employment experience:		Disagree Somewhat		Agree Somewhat		Not Applicable
Mo	st days, I look forward to going to work	O	O	O	O	O	C
My	job provides me with a sense of meaning and purpose	Q	<u>O</u>	O	<u>O</u>	o	O
Ian	n proud to work for this organization	O	O	O	O	O	······
I fe	el this organization has created an environment where I can do my best work	\circ	\circ	\circ	\circ	\circ	\circ
I an	n willing to give extra effort to help this organization succeed	O		O		•	
	an to continue my career with this organization for						
_	at least two more years	Q	O	O	<u>O</u>	<u>O</u>	
I wo	ould recommend this organization's products/services to a frier ould recommend working here to a friend	Obı	O	O	O	O	O
	NOTE: We recommend that you do not include your name	or other i	identifying	remarks	in your res	oonses to	the two
	open-ended questions listed below. Please	do not ex	ceed the sp	ace prov	ided below.		
10.	What does this organization do that makes it a place wher	e people v	vould want	to work	?		
11.	What can this organization do to increase your satisfaction	1 and pro	ductivity as	an empl	oyee?		

The following questions are for classification purposes only. They will not be used to identify any individual. Please fill in only one response per question.

12.	How long have you worked for this organization?	17.	17. Which of the following best describes your role?				
	Less than one year)	Administrative/Clerical	. .O			
	One year to less than two years)	Manager/Supervisor Executive/Partner	. .O			
	Two years to less than five years)	Administrative/Clerical Operations/IT				
	Five years to less than ten years)	Portfolio Manager	. .O			
	Ten years or more)	Marketing/Client Service	. .O			
	Prefer not to answer		Analyst	. .O			
13.	In what year were you born?						
	Example: 1990						
14.	What is your gender?						
	Female	18.	In which department do you work?				
	Male)		\sim			
	Non-Binary		Administration/Support				
	Prefer not to answer		Administration/Management				
		W. W.	Client Service				
15.	What is your ethnic background?		Finance/Accounting	O			
	Black or African-American)	Human Resources				
	Asian)	Information Technology	. .O			
	White or Caucasian)	Legal/Compliance	O			
	Hispanic or Latino)	Operations	. .O			
	Native American (not Pacific Islander)		Portfolio Management	. .O			
	Pacific Islander		Research	. .O			
	Bi-Racial or Multi-Racial)	Other	. .O			
	Prefer not to answer						
16.	Which is your job status?						
	Full-Time)					
	Part-Time						

Thank You for Your Participation!

For questions or comments, please email support@bestcompaniesgroup.com.