

New-Hire Survey Template

Tool to Use



Brandon Hall Group Research Team

Instructions

This New Hire Survey is meant to be administered to new hires at about Day 30 of their employment. It includes basic questions that should be asked to determine how well the new hire is assimilating into the organization, the effectiveness of the onboarding program, and whether the employment experience meets, exceeds, or falls short of expectations.

The survey should be customized based on the organization's brand, onboarding program, the organizational structure, and any other criteria. An introduction should be added by the employer. This survey can be administered online or on paper. Question #7 can be used to calculate a Net Promoter Score (NPS).

DEMOGRAPHICS

Start date:

Department/business unit:

Location:

Role:

ONBOARDING

**1. To what extent does the employment experience meet your expectations from the recruitment/hiring process?
(please check)**

Surpasses expectations

Meets expectations

Below expectations

2. Why do you feel that way?

.....

.....

.....

.....

3. How satisfied are you with the onboarding experience? (please check)

Extremely satisfied

Very satisfied

Somewhat satisfied

Dissatisfied

Very dissatisfied

4. To what extent do you agree with the following statements about the onboarding process? *Please check one per line.*

PRE-BOARDING	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
Before my first day at work, I received a friendly welcome letter.					
Before my first day at work, I was provided with resources that helped me learn about the company, the leaders, the culture, and what to expect during onboarding.					
ORIENTATION					
I felt very welcome on my first day of work.					
My work location and equipment were ready for me on the first day.					
I was introduced to my co-workers, supervisors, managers and leaders during the first few days of work.					
During orientation, I learned about the company's policies, vision, mission and culture.					
During orientation, I learned about the company's values.					
I was given some time to socialize with co-workers and other employees.					
I was able to easily understand the different benefits offered to me.					
I was able to easily complete the necessary benefits and employment forms.					

DEVELOPMENT	Strongly disagree	Disagree	Neutral	Agree	Strongly agree
I was given a clear explanation of my job responsibilities.					
I understand my role within the organization.					
I was assigned a mentor or buddy who I can help with my questions.					
I was explained my growth opportunities within the organization.					
I was able to set some goals for the first year of work.					
I understand the steps I must take to achieve my goals.					
I was informed about learning and development courses available to me.					
ASSIMILATION					
I feel that I am and will be a valued employee of this organization.					
I am very excited about my career opportunities at this organizations.					
I feel that the company is interested in helping me achieve my goals.					
I was provided with resources, like an organizational chart, that showed me who is responsible for each area of the business.					
I feel that I am aligned (in agreement) with the organization's values.					
I feel that I can make a significant impact at this organization.					
I feel comfortable asking employees, supervisors and managers questions.					

5. Did you have any technical issues using the onboarding portal? Please select all that apply.

Logging in

Links not working

Can't find information I am looking for

No issues

Other (Please specify)

6. How can we improve the onboarding process? Please explain fully.

.....

.....

.....

7. How likely are you to recommend one of your personal connections to this company for potential employment? Please select one rating. The higher the number, the more likely you are to recommend a personal connection to this company for employment.

Not at all likely Very likely
1 2 3 4 5 6 7 8 9 10

7. Why did you assign that rating?

.....

.....

About Brandon Hall Group

Brandon Hall Group is an HCM research and advisory services firm that provides insights around key performance areas, including Learning and Development, Talent Management, Leadership Development, Talent Acquisition, and HR/Workforce Management.

With more than 10,000 clients globally and 25 years of delivering world-class research and advisory services, Brandon Hall Group is focused on developing research that drives performance in emerging and large organizations, and provides strategic insights for executives and practitioners responsible for growth and business results.

Authors and Contributors



Daria Friedman (daria.friedman@brandonhall.com) wrote this report. She is the Principal Analyst overseeing the talent acquisition practice for Brandon Hall Group. Previously, Daria led the research practice for Bernard Hodes Group, a recruitment solutions agency, and Findly, a talent acquisition software service provider.

Richard Pachter (richard.pachter@brandonhall.com) edited this report. He is the Content Manager at Brandon Hall Group and is responsible for editing all types of content related to research. He has experience as a journalist, copywriter, editor, marketer, blogger, and social media marketing manager. He also served as the business books columnist for the Miami Herald for more than a decade.

Mike Cooke (mike.cooke@brandonhall.com) is CEO and Principal HCM Analyst at Brandon Hall Group. Mike has more than 20 years' experience in human capital management and the research, software and technology industries. Before running Brandon Hall Group, Mike was co-founder of AC Growth, a research and consulting firm, and VP and General Manager of Field Operations at Bersin & Associates, a global analyst and consulting services firm in all areas of HCM.

Michael Rochelle (michael.rochelle@brandonhall.com) is Chief Strategy Officer and Principal HCM Analyst at Brandon Hall Group. Michael leads a wide range of advisory support and strategic engagements for Fortune 1000 and small- to medium-sized organizations as well as leading and emerging solution providers across the HCM industry. Michael has more than 30 years' experience in HR, IT, sales, marketing, business development, and strategic and financial planning in Fortune 500 and venture-backed start-up organizations.

Emma Bui (emma.bui@brandonhall.com) is the Graphic Design Associate at Brandon Hall Group and created the graphics and layout for this report.

Subscribe To Our Interactive Data-Benchmarking Tool: **DataNow®**

All the data from our studies is available by subscription to [DataNow®](#). DataNow® is Brandon Hall Group's interactive data-benchmarking tool. Organizations use it to make data-based decisions, find leading practices, benchmark, and more. You can also filter the data by company size, revenues, and industry segments to give you a fully customized view. [Learn more about DataNow®](#).

Our Services

GET HELP TO DRIVE RESULTS FOR YOUR TALENT

In today's volatile and global business climate, managing talent for high-performance plays an increasingly crucial role in an organization's growth and future success. Effective talent management is a top priority in organizations everywhere because, while organizations recognize the need to obtain and retain people with the very best skills, they continue to struggle to implement effective strategies to do so. HR and Learning professionals need to be able to successfully define organizational talents needs and skills, identify talent strengths and career goals, and align organizational needs to individual needs. Rethink your strategy, validate your assumptions, transform your business, and optimize your time with the use of reliable data, tools, and guidance.



PLAN



ATTRACT



DEVELOP



PERFORM



RETAIN



OPTIMIZE

GET HELP WITH YOUR HR SERVICES MANAGEMENT & DELIVERY

As described in the employee lifecycle, processes are linked to employee transactional processes (e.g., compensation, benefits, compliance, contingent workforce management, etc.) via workforce planning and analytics.

- Policies/Process/Procedure
- Payroll
- Expense Management
- Benefits & Compensation
- Contingent Workforce Management
- Compliance
- Time & Labor Management

Our Services (Continued)

GET CONSULTING HELP WITH...

- Strategy and Planning
- Governance & Business Alignment
- Executive Management
- Team Development
- Measurement & Analytics
- Program Design & Deployment
- Technology Selection, Management & Integration
- Organizational Structure
- Measurement & Analytics
- Change Management
- Budgeting & Forecasting

Membership Offers Tailored Support

At the core of our offerings is a Membership Program that combines research, benchmarking and unlimited access to data and analysts. The Membership Program offers insights and best practices to enable executives and practitioners to make the right decisions about people, processes, and systems, coalesced with analyst advisory services which aim to put the research into action in a way that is practical and efficient. Membership also provides you direct access to our seasoned team of thought leaders dedicated to your success, backed by a rich member community, and proactive support from our client services team.

RESEARCH ACCESS & EVENTS

- Reports
- Case Studies, Frameworks & Tools
- DataNow® & TotalTech®
- Webinars and Research Spotlights
- Annual HCM Conference

ADVISORY SUPPORT

- Ask the Expert
- 1 on 1 Consultations
- Research Briefings
- Benchmarking

CLIENT SUCCESS PLAN

- Your Priorities
- Executive Sponsor
- Client Associate
- Monthly Meetings

[CLICK HERE TO LEARN MORE](#)