

You recently received service from the Human Resources Division of the LACCD. This short survey is being sent to you to measure your satisfaction with the service rendered. Please take a moment and complete the questions that follow.

TYPE OF SERVICE: (Check one)

Employee hiring		Minimum qualifications evaluation	
Employee Rating-in		Assignment Audit	
Rate Change Audit		Personnel data audit	
Differential input		Salary Screen Completion	
Contract Interpretation		Disciplinary Process consultation	
Consultation on Board Rules, Admin regs, policy guidelines		Disciplinary Action documentation development	
Disciplinary process coaching		Employee leave processing	
Fitness exams		Industrial Illness leave	
Retirement process assistance		Human resource documents	
Communication on district-wide issues		Other: (specify)	

How would you rate the service received?

Did the HR staff member provide the service needed to resolve or complete the task at hand?

Would you like to acknowledge a staff member with “on the spot recognition” for excellent service?

Comments: