



Employee Surveys

Employee surveys should be an important part of your management process. Continuous improvement programs consist of measure, analyze, plan, act, and measure again. That is the foundation of a good employee survey program.

Benefits:

- Improve morale
- Improve productivity & profitability
- Reduce turnover
- Baseline for measuring impact of HR related programs

A customized employee survey allows your company to gather the information you need without asking questions (and raising expectations) about things you do not plan to change. You can define the demographics by which you will want to analyze the resulting data.

The Process:

PDS will work with you to implement the following steps to successfully complete the survey project:

- PDS will meet with the Client team to identify survey topics, implementation approach, and demographics breakouts.
- PDS will develop the survey questionnaire.
- The Client team will review and approve the questionnaire.
- PDS will enable the survey on the Internet and provide links and sign on information. Alternatively the survey can be administered manually and returned directly to PDS.
- PDS will process completed surveys then develop and deliver analysis reports. Reports are broken out by topic, by question, and by demographics.
- PDS will facilitate a planning session to develop the resulting action plan from the survey results.

Deliverables:

- Customized survey questionnaire
- Detailed analysis report broken out by topic, by question, and by each demographic
- Action plan resulting from facilitated planning session based on survey results