

**EMPLOYER SURVEY**  
**(Employer with Apprentices - Academic Year – 2018/19)**

**Example 3: Employer Questionnaire**

**Company Name:** \_\_\_\_\_

**Contact Name:** \_\_\_\_\_

Our aim is to provide programmes which meet our customer needs. Please help us to improve the service we offer by completing this survey. The answers you give to these questions will be taken very seriously. **All completed questionnaires are analysed by QDP Services, an independent data processing company, who will treat all responses in the strictest confidence. Thank you for your help.**

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(74) 1 **How likely would you be to recommend the [University]'s services, on a scale of 0 to 10, with 0 meaning you definitely would not recommend and 10 meaning you definitely would?**

0  1  2  3  4  5  6  7  8  9  10

**Organisation of the Programme**

(23)	2	Have you received a Health & Safety Assessment visit by the [University]?	Yes <input type="checkbox"/> <sup>1</sup>	No <input type="checkbox"/> <sup>2</sup>
(24)	3	Did the [University] refer the employee to your company?	Yes <input type="checkbox"/> <sup>1</sup>	No <input type="checkbox"/> <sup>2</sup>
(22)	4	Have you received the [University]'s employer guide to Apprentices?	Yes <input type="checkbox"/> <sup>1</sup>	No <input type="checkbox"/> <sup>2</sup>

Please place **ONE cross** in the box (using **black/blue** ink), e.g. , next to the number which best describes how much you agree with each of the following statements below:

1  - Strongly Agree; 2  - Agree; 3  - Disagree; 4  - Strongly Disagree; 5  - Not Applicable (N/A)

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**Satisfaction with the [University]**

			Strongly Agree	→	Strongly Disagree		N/A
(1)	5	I received sufficient information about the programme prior to my employee starting	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(65)	6	The [University] was effective at making me aware about the services they can provide to my business	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(56)	7	I understand my own role and responsibilities for the success of the programme	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(18)	8	The [University] responded quickly in signing up the employee	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(34)	9	I know who to talk to within the [University]	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(40)	10	The [University] deals with any queries I have efficiently and effectively	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(15)	11	I know which qualification my employee is working towards	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>

*(please continue over the page)*

Please place **ONE cross** in the box next to the number which best describes how much you agree with each of the statements.

1  - Strongly Agree; 2  - Agree; 3  - Disagree; 4  - Strongly Disagree; 5  - Not Applicable (N/A)

12

2

0

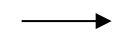
0

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Use  
Only

**Satisfaction with the [University] (contd)**



Strongly Agree



Strongly Disagree

N/A

(16)	12	I am aware that my employee is learning Key Skills	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(58)	13	I know how my employee is being assessed	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(45)	14	The training is well organised	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(2)	15	The [University] provides me with sufficient feedback about my employee's progress	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(33)	16	I receive timely feedback about attendance	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(17)	17	The Assessor's visits to the employee in the workplace are well planned, effective and involve me	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(68)	18	The Assessor had the right knowledge and experience	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(46)	19	I contribute to my employee's progress review	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(10)	20	I receive good feedback from my employee regarding the [University] 's training	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(11)	21	I feel that my employee is learning new skills at [University]	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(57)	22	My employee is developing confidence and self esteem	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(13)	23	I am satisfied with the progress that my employee is making at [University]	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(4)	24	The training meets the needs of my employee	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(3)	25	The training meets the needs of our organisation	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(9)	26	The [University] gives a value for money service	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>
(14)	27	I am satisfied with the service I receive from the [University]	1 <input type="checkbox"/>	2 <input type="checkbox"/>	3 <input type="checkbox"/>	4 <input type="checkbox"/>	5 <input type="checkbox"/>

**How we could work together:**

(20)	28	Would you be prepared to help the [University] to improve its provision by joining an employer liaison group?	Yes <input type="checkbox"/>	1	No <input type="checkbox"/>	2
(21)	29	Would you be prepared to allow a member of [University] staff to update their skills in your workplace (e.g. on work placement)?	Yes <input type="checkbox"/>	1	No <input type="checkbox"/>	2
(25)	30	Would you be prepared to host a visit of learners to your organisation?	Yes <input type="checkbox"/>	1	No <input type="checkbox"/>	2

*(please continue over the page)*

**How we could work together: (contd)**

- |      |    |  |   |  |
|------|----|--|---|--|
| (63) | 31 | Would you be prepared to give a presentation to the [University]'s learners about your business? | Yes <input type="checkbox"/> <sup>1</sup> | No <input type="checkbox"/> <sup>2</sup> |
| (49) | 32 | Would you be prepared to provide Work Placement opportunities for [University] learners?         | Yes <input type="checkbox"/> <sup>1</sup> | No <input type="checkbox"/> <sup>2</sup> |
| (55) | 33 | Would you like to receive information about the apprenticeship programme?                        | Yes <input type="checkbox"/> <sup>1</sup> | No <input type="checkbox"/> <sup>2</sup> |
| (47) | 34 | Would you like to receive information on the range of courses offered by the [University]?       | Yes <input type="checkbox"/> <sup>1</sup> | No <input type="checkbox"/> <sup>2</sup> |
| (29) | 35 | Do you expect your employees to undertake any further skills training in the next 2 years?       | Yes <input type="checkbox"/> <sup>1</sup> | No <input type="checkbox"/> <sup>2</sup> |

**36 Please specify any further skills training if possible:**

- (48) 37 What are the best methods of providing you with information about training?  
(Please place a cross in all that apply)

Printed prospectus  <sup>1</sup>Advertisements in the local newspaper  <sup>2</sup>Website  <sup>3</sup>Personal contact with a [University] representative  <sup>4</sup>Direct mail  <sup>5</sup>Direct email  <sup>6</sup>Other  <sup>7</sup>*(please continue over the page)*

## About your Organisation

(51) 38 How many staff do you employ? (Please place ONE cross in appropriate box)

1 – 10  <sup>1</sup>

11 – 20  <sup>2</sup>

21 - 30  <sup>3</sup>

31 – 40  <sup>4</sup>

41 – 50  <sup>5</sup>

51+  <sup>6</sup>

(52) 39 Does your organisation have a training budget?

Yes  <sup>1</sup>

No  <sup>2</sup>

(53) 40 Does your organisation have an organisational needs analysis/training plan ?

Yes  <sup>1</sup>

No  <sup>2</sup>

(64) 41 How would you describe your business? (Please place ONE cross in appropriate box)

Sole Trader  <sup>1</sup>

Partnership  <sup>2</sup>

Private Limited Company  <sup>3</sup>

P.L.C  <sup>4</sup>

Public Sector  <sup>5</sup>

Charitable Organisation  <sup>6</sup>

Other  <sup>7</sup>

42 **If your business is 'Other', please specify:**

43 **General Comments**

Please comment if you wish about the University and the training

**Thank you for completing this survey**