

# Questionnaire for the Annual Survey of Employer Benefits

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## Workforce Related Questions

How many people did you hire in the last six months?

If you have experienced layoffs in the last six months, how many workers were involved?

How do you anticipate total employment at your location changing in the remainder of this year?

- Increase
  Decrease
  Remain the Same
  Don't Know

If you answered "Decrease," how many employees will be involved?

If you answered "Increase," how many employees do you intend to hire?

How do you anticipate total employment at your location to change next year?

- Increase
  Decrease
  Remain the Same
  Don't Know

If you answered "Decrease," how many employees will be involved?

If you answered "Increase," how many employees do you intend to hire?

What is your annual turnover (as percentage of workforce)?

How has the pandemic economy affected your employment levels?

- No impact  
 Layoffs  
 Furloughs  
 Delay filling open positions  
 Employees have more flexibility to work from home  
 Employment has grown

Does or will your organization require employees to receive a COVID 19 vaccination as it is available?

- Yes
  No

Does or will your organization offer financial or other incentive to encourage employees to receive the vaccine?

- Yes
  No

What are the three most critical job-specific skills workers must possess to ensure success in the workplace? (e.g. welding skills, quality skills, customer service skills, others)

What are the two most needed software or technology skills workers must possess to be effective on the job (e.g. Excel, AutoCAD, Office, Outlook, others)?

What jobs/positions are most difficult to fill?

What degrees or certifications do you require or prefer workers to possess?

How so you address hiring in a low unemployment environment? Select all that apply.

- Relax previous policies for drug testing
- Hiring persons with disabilities
- Expanding internship programs
- Hiring felons
- Hiring individuals without a high school diploma
- Increased starting wages
- Provide a hiring bonus
- Provide a referral bonus
- Provide a retention bonus
- Offering housing assistance
- Offering childcare assistance

Does your organization use any of the following recruitment strategies? Select all that apply.

- On-line Job Boards
- Job Fairs
- Newspaper and other print classified ads
- Employee Referrals
- Community and Private Employment Agencies
- IndianaCareerConnect.com
- Ascend Indiana
- IndianaIntern.net
- High School CTE Programs
- Jobs for America's Graduates

Does your company have interns?

- Yes  No

Would you like to be contacted about support for recruiting and placing interns?

- Yes  No

If employee training resources (full or partial reimbursement) become available to deliver workplace training, would you be interested in learning more about them?

- Yes  No

If yours is an Indiana company, would you like a State Workforce Business Consultant to contact you to assist you with State Workforce employer services?

Yes  No

## General Pay Practices

What percent wage/salary increase was granted to employees over the last 12-month period?  %

What percent wage/salary increase do you anticipate giving your employees over the next 12-month period?  %

What is the approximate cost of benefits as a percent of wages/salaries?  %

## Drug Screening Policies

Does your company do drug screening?  Yes  No

My company requires new hires to pass drug screening

Hourly:  Yes  No  
Salary:  Yes  No

My company screens existing employees:	Hourly	Salary
Randomly	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
After Injury	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
For Cause	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

What screening protocol is used?

Five Panel  
 Seven Panel  
 DOT  
 Other

Employees who fail are:	Hourly	Salary
Dismissed	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No
Referred to an EAP or counseling program	<input type="radio"/> Yes <input type="radio"/> No	<input type="radio"/> Yes <input type="radio"/> No

## Marijuana Policies

With conflicting state laws in the region, does your organization screen for marijuana usage?  Yes  No

If yes, when?

As part of pre-employment or hiring process  
 For cause and/or after incident

Are allowances made for valid medical prescriptions?  Yes  No

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Questionnaire for the Annual Survey of Wages and Benefits

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