

Alternate Work Schedule Survey Sample Questions

(Employer's Name) is considering implementing an alternative work schedule with some or all of our employees. We currently work a variety of schedules, primarily five days per week and eight hours per day. If implemented, the new schedule will be based on supervisor approval and consist of four 10-hour days each week or eight 9-hour & one 8-hour days every two weeks (employees would still be expected to work 40 hours per week).

This questionnaire is designed to get our employees' input, perceptions and attitudes on this new work option prior to implementation. Please keep in mind that a program of this type will be implemented solely at the discretion of management and not necessarily based on majority rule.

Name: _____

Department: _____

Phone or extension: _____

1. Have you worked an alternative work schedule previously?

- Yes
- No

2. Please list your current schedule.

Start times:

Monday ___am/pm
Tuesday ___am/pm
Wednesday ___am/pm
Thursday ___am/pm
Friday ___am/pm

Stop times:

Monday ___am/pm
Tuesday ___am/pm
Wednesday ___am/pm
Thursday ___am/pm
Friday ___am/pm

3. Do you anticipate any difficulty in adjusting to an alternative work schedule?

- Yes
- No

a. If yes, why? (Please check all that apply.)

- Fatigue
- Personal Schedule (i.e. child care, school, etc.)
- Current job duties
- Conflict with current commute arrangements

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b. Do you think these issues can be resolved?

- Yes
- No

4. If no, (or if yes to 3b) what schedule would you most prefer to work?

(Rate: 1-most interested, 2-somewhat interested, 3- not at all interested)

___ 4/10's (four 10-hour days)

___ 9/80's (eight 9-hour days & one 8-hour day every two weeks)

___ Other (please specify) _____

5. How comfortable do you think you would be if asked to change your existing schedule?

- very comfortable
- comfortable
- not comfortable
- I would seek other employment

a. If you answered very comfortable or comfortable, what advantages do you expect? (Check all **that apply.**)

- More customer contact
- Less stress
- Greater Productivity
- Better work quality
- More free time
- Less commuting
- More job satisfaction
- Reduced absenteeism
- Other _____

Additional Comments:
