

Jordan Monthly Employment Survey | id:

This is the draft of the contents of the Jordan Monthly Employment Survey to be converted into a tablet survey form. This survey should be conducted on a monthly basis for 6 months in the first ten days of each month and refer to the previous month.

Q#	Question	Notes
	<p>"Hello, My name is _____; I am representing Dajani Consulting, and we are conducting a 5-10 minute employment survey to better understand the labor market in Jordan. In accordance with the law and our codes of conduct, your answers to these questions will be kept completely confidential and your names will not be DISCLOSED under any circumstances. The information you provide will be kept strictly confidential, and your answers will be aggregated with others and presented only in summary form."</p>	
Q1	Enumerator Name	
Q2	Enumerator ID	
Q3	Date	
Q4	Willing to complete survey	1. Yes 2. No, respondent could not be located 3. No, respondent refuses to be interviewed 4. No, other (please specify)
Q5	Method of Interview	1. Face to face 2. Phone 3. Online 4. Other, please specify
Q6	Firm Name	
Q7	Firm Main Product/Service	
Q8	Firm ID	
Q9	Office Telephone	
Q10	Firm Address	
Q11	Firm Location	Location codes 1-29 scroll down menu
Q12	Respondent Name	
Q13	Respondent Position	1. CEO, President, or Owner of company 2. Human Resources Manager 3. Human Resources Representative 4. Other, please specify
Q14	Respondent Telephone	
The following questions refer to the last calendar month i.e. April or May or June or July or August		
Q15	# of Employees	# of full time and part time employees who worked or received pay in the previous month
Q16	# of Youth Employees	# of full time and part time employees under age 26 who worked or received pay in the previous month
Q17	# of Male Employees	# of full time and part time male employees who worked or received pay in the previous month
Q18	# of Job Openings	A job is open if it meets three conditions: 1. A specific position exists 2. Work could start within 30 days 3. You are actively seeking workers from outside this firm to fill

[illegible]

	sales, clerk, engineer)										
Q24	# of Quits (except retirements) in past month										
Q25	For each quit: (a) (1) Male (2) Female (b) (1) Under 26 (2) Over 26 (c) type of position (e.g. sales, clerk, engineer)										
Q26	# of Layoffs and Discharges in past month	<ul style="list-style-type: none"> Layoffs, discharges, terminations of permanent, short-term, or seasonal employment 									
Q27	For each new layoff/discharge: (a) (1) Male (2) Female (b) (1) Under 26 (2) Over 26 (c) type of position (e.g. sales, clerk, engineer)										
Q28	# of Other separations in past month	Retirements, transfers from this location, employee disability, deaths									
Q29	How many interviews did you complete in the last month for job openings intended for recent graduates?										
Q30	How many interviews did you complete in the last month for job openings for intended for experienced professionals i.e. not recent graduates?										
Q31	Interviewer Notes	Add any notes needed to explain unusual answers									