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APPENDIX A RESEARCH QUESTIONNAIRE

QUESTIONNAIRE: SPIRITUALITY AND JOB SATISFACTION

Please complete the following questionnaire by placing a cross in the space provided.
There are no right or wrong answers.

1. Respondent number		V				
Section A	For office use only					
Ask yourself, how satisfied am I with these aspects of my job?						
<p>5. Very satisfied means I am very satisfied with this aspect of my job</p> <p>4. Satisfied means I am satisfied with this aspect of my job</p> <p>3. Neutral means I can't decide whether I am satisfied or not with this aspect of my job</p> <p>2. Dissatisfied means I am dissatisfied with this aspect of my job</p> <p>1. Very dissatisfied means I am very dissatisfied with this aspect of my job</p>						
In my present job, this is how I feel:	Very Dissatisfied	Dissatisfied	Neutral	Satisfied	Very Satisfied	
1. Being able to keep busy all the time	1	2	3	4	5	
2. The chance to work alone on the job	1	2	3	4	5	A1
3. The chance to do different things from time to time	1	2	3	4	5	A2
4. The chance to be "somebody" in the community	1	2	3	4	5	A3
5. The way my supervisor handles his/her work	1	2	3	4	5	A4
6. The competence of my supervisor in making decisions	1	2	3	4	5	A5
7. Being able to do things that don't go against my conscience	1	2	3	4	5	A6
8. The way my job provides for steady employment	1	2	3	4	5	A7
9. The chance to do things for other people	1	2	3	4	5	A8
10. The chance to tell people what to do	1	2	3	4	5	A9
11. The chance to do something that makes use of my abilities	1	2	3	4	5	A10
12. The way policies are put into practice	1	2	3	4	5	A11
13. My pay and the amount of work I do	1	2	3	4	5	A12
14. The chances for advancement in this job	1	2	3	4	5	A13
15. The freedom to use my own judgement	1	2	3	4	5	A14
16. The chance to try my own methods of doing the job	1	2	3	4	5	A15
17. The working conditions	1	2	3	4	5	A16
18. The way my colleagues get along with each other	1	2	3	4	5	A17
19. The praise I get for doing a good job	1	2	3	4	5	A18
20. The feeling of accomplishment I get from the job	1	2	3	4	5	A19
						A20

Section B

Your honest answer to each item is very important. There is no agreement as to what are right and wrong responses to these items, but if the scale is to be useful, you should respond to each item to the best you can. Please select the one response which is most true for you and place a cross (x) in the space provided.

	Constantly/Almost constantly	Frequently	Occasionally	Seldom	Never/ Almost never
1. I experience a sense of sacredness in living things					
2. I experience a sense of connection with other living things					
3. I set aside time for personal reflection and growth					
4. I value the relationships between all living things					
5. Being truthful is important to a successful life					
6. I find meaning in life by creating close relationships					
7. We should give to others in need					
8. It is important that we be sensitive to pain and suffering					
9. I experience a feeling of being whole and complete as a person					
10. It is important that each of us find meaning in our lives					
11. All forms of life are valuable					
12. I feel sad when I see someone else in pain					
13. I find the world of nature boring					
14. I listen closely when people tell me their problems					
15. I read articles on health and inner peace					
16. I share my private thoughts with someone else					
17. I put the interests of others before my own when making a decision					
18. I actively seek a sense of purpose in my life					
19. I feel guilty when I don't tell the truth					
20. I enjoy guiding young people					

B1	
B2	
B3	
B4	
B5	
B6	
B7	
B8	
B9	
B10	
B11	
B12	
B13	
B14	
B15	
B16	
B17	
B18	
B19	
B20	

Section C: Biographical details

Please use a cross to indicate your particulars

1. Gender

Male	<input type="checkbox"/>
Female	<input type="checkbox"/>

C1	<input type="checkbox"/>
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2. Ethnical grouping (for statistical purposes only)

Black/African	<input type="checkbox"/>
White	<input type="checkbox"/>
Coloured	<input type="checkbox"/>
Indian/Asian	<input type="checkbox"/>

C2	<input type="checkbox"/>
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3. Job Title

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C3	<input type="checkbox"/>	<input type="checkbox"/>
----	--------------------------	--------------------------

4. Are you a religious person?

YES	<input type="checkbox"/>	NO	<input type="checkbox"/>
-----	--------------------------	----	--------------------------

C4	<input type="checkbox"/>
----	--------------------------

5. Religious orientation

Christian	<input type="checkbox"/>
Jewish	<input type="checkbox"/>
Islamic/Muslim	<input type="checkbox"/>
African Traditional	<input type="checkbox"/>
Hindu	<input type="checkbox"/>
Buddhist	<input type="checkbox"/>
Sikh	<input type="checkbox"/>
Other	<input type="checkbox"/>
Agnostic/Non-believer	<input type="checkbox"/>

C5	<input type="checkbox"/>
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6. Religious: Strength of conviction

Very strong	<input type="checkbox"/>
Strong	<input type="checkbox"/>
Moderate	<input type="checkbox"/>
Weak	<input type="checkbox"/>
Very weak	<input type="checkbox"/>
Not applicable	<input type="checkbox"/>

C6	<input type="checkbox"/>
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7. My age is _____ years.

C7	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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8. Educational level

Grade 10-11/Standard 8-9	<input type="checkbox"/>
Grade 12/Standard 10	<input type="checkbox"/>
Post matric college/Technikon qualification	<input type="checkbox"/>
Post matric University graduate	<input type="checkbox"/>

C8	<input type="checkbox"/>
----	--------------------------

Section D

We would like to ask you some questions about the general climate in your company. Using the choice list below, please answer the following in terms of how it really is in your company, not how you would prefer it to be. Please be as candid as possible, remember, all your responses will remain strictly anonymous. Please select the response which is most true for you and place a cross(x) in the space provided.

	Completely false	Somewhat false	Neither true nor untrue	Somewhat true	Completely true
1. In this organisation there is a sense of sacredness of life					
2. In this organisation there is a real sense of connection with the world at large					
3. We are urged to set aside time for personal reflection and growth in this organisation					
4. This organisation values the relationships among everyone who works here					
5. Being truthful is important to a successful life in this organisation					
6. In this organisation, one can find meaning in life by creating close relationships with those working here					
7. This organisation fosters giving to others in need					
8. This organisation is sensitive to the pain and suffering of others					
9. It is important to this organisation that employees are whole and complete people					
10. The organisation encourages each of us to find meaning in our lives					
11. In this organisation, all forms of life are valuable					
12. There is an overall sense of sadness when someone in this organisation is in pain					
13. The world of nature is ignored in the daily functions of this organisation					
14. In this organisation, people listen closely when others tell them their problems					
15. This organisation promotes health and inner peace					
16. It is common for individuals who work here to share their private thoughts with someone else in the organisation					
17. The organisation encourages us to put the interests of others before our own when making a decision					
18. In this organisation, we are encouraged to actively seek a sense of purpose in our lives					
19. In this organisation, it is expected that everyone tells the truth					
20. We are encouraged to mentor and help new people entering the organisation					

D1	
D2	
D3	
D4	
D5	
D6	
D7	
D8	
D9	
D10	
D11	
D12	
D13	
D14	
D15	
D16	
D17	
D18	
D19	
D20	

Section E

Please indicate whether you think the following statements are true or false by placing a cross (x) in the appropriate space.

	True	False
1. People who have meaningful lives, are more likely to experience job satisfaction		
2. Setting time aside for personal reflection can improve your experience of job satisfaction		
3. Being caring towards other employees can improve your experience of job satisfaction		
4. Being truthful may have a positive impact on one's experience of job satisfaction		
5. People who value personal growth are likely to experience higher satisfaction with their jobs		
6. Being sensitive to the pain and suffering of others may positively influence one's experience of satisfaction at work		
7. People who are willing to share their private thoughts with others, even at work, are more inclined to experience job satisfaction		
8. Being concerned with your personal health and inner peace can improve one's experience of job satisfaction		
9. People who value all forms of life are more inclined to experience job satisfaction		

E1	
E2	
E3	
E4	
E5	
E6	
E7	
E8	
E9	

Feedback slip:

Feedback regarding the research results should be forwarded to the following address:

-END OF QUESTIONNAIRE-

SPIRITUALITY AND JOB SATISFACTION

A research project by the University of Pretoria

Dear Respondent

Have you ever wondered what causes people to be satisfied with the work they do? Is it materialistic factors such as receiving a good salary or more spiritual related factors such as having meaningful and purposeful work? The purpose of this study is to examine the relationship between spirituality and job satisfaction. Being spiritual means that you are aware of the significance of life, view the events of your life within a larger context and, are compassionate.

You are a member of a carefully chosen random sample to participate in this research project which has been endorsed by your organisation's top management. Please be so kind as to participate in this important research project by completing the attached questionnaire which will take you approximately 15 minutes to complete. Be assured that any information provided in this questionnaire will be treated in strict confidence and will be used for the research purposes only. Please answer all the questions in an honest manner. There are no right or wrong answers to any of the questions. The researcher is only interested in your personal view.

Take note that your participation is voluntary and you have the right not to respond. You are requested to personally complete the questionnaire. Should it not be possible to complete it personally, rather do not return it at all. Handing it to someone else for completion will affect the validity of the results and conclusions. Please return the questionnaire that you have completed anonymously via internal mail to _____. Should you be interested in receiving feedback regarding the findings of this study, please complete the relevant section at the end of the questionnaire. The results of the study will then be sent to you.

Your time and input is valued and appreciated.

RESEARCHER

Freda van der Walt
Faculty of Economic and Management
Sciences
University of Pretoria
Contact no: 0834590351

STUDY LEADER

Dr Mias de Klerk
Faculty of Economic and Management Sciences
University of Pretoria

ANNEXURE C

REMINDER LETTER



SPIRITUALITY AND JOB SATISFACTION

A research project by the University of Pretoria

13 August 2006

Reminder

Dear participant

We recently sent a letter and a questionnaire to you on spirituality and job satisfaction. In the letter we explained that you had been included in a carefully selected sample who are to take part in a large research project on spirituality and job satisfaction. We hope that you have received this letter dated 17 July 2006 by now.

This letter serves as a further request to you to complete the questionnaire and to return it to _____ in the enclosed envelope at your earliest convenience.

If you did not receive the previous letter and questionnaire or have any questions about the study, please contact us at the following address or telephone numbers:

RESEARCHER

Freda van der Walt
Faculty of Economic and Management
Sciences
University of Pretoria
Contact no: 0834590351
Fax: 057 x 3554454
E-mail address: vdwt@worldonline.co.za

STUDY LEADER

Dr Mias de Klerk
Faculty of Economic and
Management Sciences
University of Pretoria

We are entirely in your hands as far as success of this project is concerned. Please assist us by completing the questionnaire.

Yours sincerely,
Freda van der Walt

Dr. Mias de Klerk