

Applicant Data Record

Applicants are considered for all positions, and applicants are treated during employment without regard to race, color, religion, sex, national origin, sexual orientation, gender identity, age, marital or veteran status, medical condition or handicap.

As an employer, we comply with government regulations and affirmative action responsibilities. Solely to help us comply with government record keeping, reporting and other legal requirements, please fill out the Applicant Data Record. We appreciate your cooperation. Refusal to provide this information will not subject you to adverse treatment.

This data is for periodic government reporting and will be kept in a confidential file separate from the Application for Employment or the Personnel File.

	Date
Position(s) applied for	
Referral Source	
<input type="radio"/> Advertisement	<input type="radio"/> Relative
<input type="radio"/> Employment Agency	<input type="radio"/> Walk-in
<input type="radio"/> Friend	<input type="radio"/> Other _____

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AFFIRMATIVE ACTION SURVEY
Government agencies require periodic reports on the sex, ethnicity, disability and veteran status of applicants. This data is for analysis and affirmative action only. Submission of information is strictly voluntary.
Check one <input type="radio"/> Male <input type="radio"/> Female
Race/Ethnic Group
<input type="radio"/> Hispanic or Latino
<input type="radio"/> White (Not Hispanic or Latino)
<input type="radio"/> Black or African American (Not Hispanic or Latino)
<input type="radio"/> Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino)
<input type="radio"/> Asian (Not Hispanic or Latino)
<input type="radio"/> American Indian or Alaska Native (Not Hispanic or Latino)
<input type="radio"/> Two or More Races (Not Hispanic or Latino)
<input type="radio"/> I do not wish to provide this information
Check if any of the following are applicable
<input type="checkbox"/> Vietnam Era Veteran <input type="checkbox"/> Disabled Veteran <input type="checkbox"/> Disabled Individual

FOR PERSONNEL DEPARTMENT USE ONLY Position(s) sought is/are open: <input type="checkbox"/> Yes <input type="checkbox"/> No Position(s) considered for: _____ Date: _____
