Affirmative Action Voluntary Information

We consider all applicants for positions without regard to race, color, religion, sex, national origin, citizenship, age, mental or physical disabilities, veteran status, and all other characteristics protected by law. We also comply with all applicable laws governing employment practices and do not discriminate on the basis of any unlawful criteria.

To be completed by applicant on a voluntary basis. Not for interview purposes. To be filed separately from application.

In an effort to comply with requirements regarding government recordkeeping, reporting, and other legal obligations, which may apply, we invite you to complete this applicant data survey. Providing this information is **STRICTLY VOLUNTARY**. Failure to provide information will not subject you to any adverse personnel decision or action. Your cooperation is appreciated.

Pleased be advised that this survey is not a part of your official application for employment. It will not be used in any hiring decision. The information will be used and kept confidential in accordance with applicable laws and regulations.

INSTRUCTIONS: **Please print all answers and return to Human Resources in a sealed envelope**.

Position applying for	Date

REFERRAL SOURCE

- ❑ Walk-in
- ❑ Advertisement
- ❑ Employee Referral_____
- ❑ Company Website
- ❑ Relative
- ❑ Employment agency
- ❑ School
- ❑ Other _____

APPLICANT INFORMATION

Name _____
Last First Middle

Address _____
Street City State ZIP

Home phone _____ **Business phone/Cell phone** _____

❑ **I decline to disclose my gender/race/ethnicity information.**

Gender: ❑ Male ❑ Female

Race/Ethnicity: (Choose only one box.)

- ❑ Hispanic or Latino: a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
- ❑ White (Not Hispanic or Latino): a person having origins in any of the original peoples of Europe, the Middle East, or North America.
- ❑ Black or African American (Not Hispanic or Latino): a person having origins in any of the black racial groups of Africa.
- ❑ Native Hawaiian or Other Pacific Islander (Not Hispanic or Latino): a person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- ❑ Asian (Not Hispanic or Latino): a person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Phillippine Islands, Thailand and Vietnam.
- ❑ American Indian or Alaska Native (Not Hispanic or Latino): a person having origins in any of the original peoples of North and South (including Central America), and who maintains a tribal affiliation or community attachment.
- ❑ Two or More Races (Not Hispanic or Latino): all persons who identify with more than one of the above races.

_____ _____
Signature Date