

# PLEASE RETURN THIS PAGE TO THE OFFICE



## Voluntary Self-Identification Form

Applicants are considered for all positions, and employees are treated during employment without regard to race, color, religion, gender, ethnicity, national origin, age, marital status or veteran status, medical condition or handicap. As an employer/government contractor, 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.

Position(s) Applied For:

Date:

### Referral Source:

- ☐ Advertisement \_\_\_\_\_ ☐ Walk-In  
☐ Friend \_\_\_\_\_ ☐ Employment Agency \_\_\_\_\_  
☐ Relative \_\_\_\_\_ ☐ Other \_\_\_\_\_

Name: (Last)

(First)

(Middle)

Phone:

( ) -

Address:

City

State:

Zip:

### AFFIRMATIVE ACTION SURVEY

Government agencies require periodic reports on gender, ethnicity, disability and veteran status of applicants. This data is for analysis and affirmative action only. Submission of information about a disability is voluntary.

Check one: ☐ Male ☐ Female

### Check one of the following:

- ☐ **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 Africa.
- ☐ **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 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 Philippine 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 America (including Central America), and who maintain tribal affiliation or community attachment.
- ☐ **Two or More Races (Not Hispanic or Latino)** – All persons who identify with more than one of the above five races.
- ☐ **Race missing or Unknown** – Applies to **Applicants only**, where a resume or application that is screened is received without any racial or ethnic identification and no further contact is made with the applicant.

### Check one of the following:

Military Service ☐ Yes ☐ No

- ☐ Armed Forces Service Medal Veterans ☐ Special Disabled Veterans ☐ Other Protected Veterans ☐ Recently Separated Veterans  
☐ Vietnam Era Veteran ☐ Other  
☐ I do not wish to self-identify.

Signature: \_\_\_\_\_