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TO ALL APPLICANTS:

Our company is an **Equal Opportunity Employer** and as such we are subject to certain governmental recordkeeping and reporting requirements. At this time, we are asking you to help us meet our obligations by completing the following information. This information will only be used in accordance with the provisions of applicable laws, executive orders, and regulations. **Providing this information is voluntary and refusal to do so will not subject you to any adverse treatment.** All information provided will be kept confidential. It will remain separate from your employment application and will not be used in any way during the interviewing or hiring process or to make a selection decision.

Part I: General Information:

Name _____ Today's Date _____
Last First MI Month/Day/Year

Position Applied for _____

Part II: Gender, Ethnicity and Race Information: *For Ethnicity and Race, please check ONE box only from the list below*

- Male Female
- 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 Alaskan 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.
- I do not wish to provide the information requested above.**

Part III: REFERRAL SOURCE: Please indicate how you heard about this opening

- Company website Job board Newspaper Temp agency Search firm
- Educational institution Walk-in Employee referral College Recruiting
- Professional Association Other _____