

# VOLUNTARY SELF-IDENTIFICATION FORM

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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.

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### Part I: General Information:

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

Position Applied for \_\_\_\_\_

### Part II: Gender, Ethnicity and Race Information:

- Male  
 Female

#### **For Ethnicity and Race, please check ONE box only from the list below**

- 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.

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**PART III. Disabilities, Special Disabled Veterans, Veterans of the Vietnam-Era and Other Veterans Information** (Check all applicable boxes)

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- Individual with a Disability An "individual with a disability" means a person who: 1) has a physical or mental impairment which substantially limits one or more of his or her major life activities; 2) has a record of such impairment, or 3) is regarded as having such an impairment.
- Special Disabled Veteran A "special disabled veteran" means A) a person who is entitled to disability compensation under laws administered by the Veterans Administration or a disability 1) rated at 30 percent or more; or 2) rated at 10 or 20 percent in the case of a veteran who has been determined under section 1506 of Title 38 to have a serious employment disability or B) a person who was discharged or released from active duty because of a service-connected disability.
- Veteran of the Vietnam A "veteran of the Vietnam era" means a person who: A) served on active duty for a period of more than 180 days, and was discharged or released with other than a dishonorable discharge, if any part of the active duty occurred: 1) in the Republic of Vietnam between February 28, 1961 and May 7, 1975; or 2) between August 5, 1964 and May 7, 1975, in all other cases; or B) was discharged or released from active duty for a service-connected disability if any part of such active duty was performed 1) in the Republic of Vietnam between February 28, 1961 and May 7, 1975; or 2) between August 5, 1964 and May 7, 1975, in all other cases.
- Other Veteran "Other veteran" means veterans who served on active duty during a war or in a campaign or expedition for which a campaign badge has been authorized. To identify the relevant campaigns or expeditions, contact a representative of C4 Welding, Inc. Human Resources Department.
- Newly Separated Veteran Any veteran who served on active duty in the U.S. military, ground, naval or air service during the one-year period beginning on the date of such veteran's discharge or release from active duty.

If you are an individual with a disability or special disabled veteran, you may choose to use the space below to tell us about:

- 1) Any special methods, skill, and procedures which qualify you for positions within C4 Welding, Inc. so that you can be considered for any positions of that kind, and
- 2) The reasonable accommodations which we could make which would enable you to perform the job properly and safely, including special equipment or other accommodations.

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I do not wish to provide the information requested.

**Part IV: 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 \_\_\_\_\_