

CITY OF ROYAL OAK

EQUAL OPPORTUNITY DATA SHEET

POSITION (As Listed on Job Description): _____

INSTRUCTIONS: In compliance with federal Equal Employment Opportunity Guidelines, the City of Royal Oak is required to maintain statistical data on all job applicants. This information is requested for statistical purposes only and will not become a part of your employment file or affect your candidacy for employment. Thank you for your cooperation.

PLEASE PLACE A CHECK IN FRONT OF APPROPRIATE ANSWER:

1) AGE:

- | | |
|-------------------------------|-------------------------------|
| _____ a) 17 or less | _____ d) 41 years to 65 years |
| _____ b) 18 years to 25 years | _____ e) 65 or older |
| _____ c) 26 years to 40 years | |

2) SEX:

- | | |
|---------------|-----------------|
| _____ a) Male | _____ b) Female |
|---------------|-----------------|

3) ETHNIC RACIAL STATUS:

- | | |
|-------------------|---|
| _____ a) White | _____ d) American Indian/Alaskan Native |
| _____ b) Black | _____ e) Asian or Pacific Islander |
| _____ c) Hispanic | _____ f) Other (please specify below) |
- _____

4) TYPE OF WORK DESIRED (please select ONE preference only):

- | |
|--|
| _____ a) Administrative (<i>managerial or department head</i>) |
| _____ b) Professional or Technical (<i>engineer, computer operator, appraiser, accountant, etc.</i>) |
| _____ c) Protective Service (<i>police, fire, police service aide</i>) |
| _____ d) Office/Clerical (<i>secretary, typist, account clerk, switchboard operator, etc.</i>) |
| _____ e) Skilled Craft (<i>mechanic, carpenter, electrician</i>) |
| _____ f) Maintenance/Service (<i>truck driver, maintenance person, equipment operator, etc.</i>) |
| _____ g) Seasonal or Part-Time |

5) HOW DID YOU HEAR ABOUT THIS OPENING?

- | | |
|--|--------------------------|
| _____ a) Printed Want Ads | (Publication: _____) |
| _____ b) On-Line Want Ad / Notice | (Web site name: _____) |
| _____ c) Posting on Bulletin Board or Cable | |
| _____ d) Friend or Relative | |
| _____ e) MESA (<i>Unemployment Office</i>) | |
| _____ f) Other (<i>Specify</i>): | _____ |

6) YOUR CURRENT RESIDENCY:

- | | |
|-------------------------------|-------|
| a) City where you now live: | _____ |
| b) County where you now live: | _____ |

Name (Please Print): _____ Date: _____