

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:

<input type="checkbox"/> a) 17 or less	<input type="checkbox"/> d) 41 years to 65 years
<input type="checkbox"/> b) 18 years to 25 years	<input type="checkbox"/> e) 65 or older
<input type="checkbox"/> c) 26 years to 40 years	

2) SEX:

<input type="checkbox"/> a) Male	<input type="checkbox"/> b) Female
----------------------------------	------------------------------------

3) ETHNIC RACIAL STATUS:

<input type="checkbox"/> a) White	<input type="checkbox"/> d) American Indian/Alaskan Native
<input type="checkbox"/> b) Black	<input type="checkbox"/> e) Asian or Pacific Islander
<input type="checkbox"/> c) Hispanic	<input type="checkbox"/> f) Other (please specify below)

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

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

5) HOW DID YOU HEAR ABOUT THIS OPENING?

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