**Equal Opportunities Monitoring Form**

**CONFIDENTIAL**

In accordance with its policy on equal opportunities in employment, Justlife will provide equal opportunities to any employee or job applicant and will not discriminate either directly or indirectly because of race, sex, sexual orientation, gender reassignment, religion or belief, marital or civil partnership status, age, disability, or pregnancy and maternity.

In order to assess how successful this policy is we have set up a system of monitoring all job applications. We would therefore be grateful if you would complete the questions on this form. We have asked for your name to enable us to monitor applications at short listing and appointment as well as application stage.

**All information will be treated in confidence and will not be seen by staff directly involved in the appointment. The questionnaire will be detached from your application form, stored separately and used only to provide statistics for monitoring purposes.**

Thank you for your assistance.

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Post title:** | Specialist Support Worker | | | | | | |
| **Location:** | Manchester | | | | | | |
| **Full name:** |  | | | | | | |
| **1. Gender:** | | | | | | | |
| **2. Age** |  | | | | | | |
| **3. Marital status:** | | | | | | | |
| **4. Do you have responsibility for dependants? (Dependants relates to children, or elderly or other persons for whom you are the main carer.)** | | | | | | | |
| **5. Do you have any disabilities?** | | | | | | | |
| **6. Ethnic origin**  (Relates to a sense of identity/belonging on the basis of race/culture).  I would describe myself as (choose ONE section from A to E, and then tick the appropriate box to indicate your cultural background): | | | | | | | |
| **A White:** | | | | | | | |
| British | | | | | |  | |
| English | | | | | |  | |
| Scottish | | | | | |  | |
| Welsh | | | | | |  | |
| Irish | | | | | |  | |
| Other, please specify: | | | | | |  | |
| **B Mixed:** | | | | | | | |
| White and Black Caribbean | | | | | |  | |
| White and Black African | | | | | |  | |
| White and Asian | | | | | |  | |
| Other, please specify: | | | | | |  | |
| **C Asian, Asian British, Asian English, Asian Scottish or Asian Welsh:** | | | | | | | |
| Indian | | | | | |  | |
| Pakistani | | | | | |  | |
| Bangladeshi | | | | | |  | |
| Other, please specify: | | | | | | | |
| **D Black, Black British, Black English, Black Scottish, or Black Welsh:** | | | | | | | |
| Caribbean | | | | | |  | |
| African | | | | | |  | |
| Other, please specify: | | | | | |  | |
| **E Chinese, Chinese British, Chinese English, Chinese Scottish, Chinese Welsh, or other ethnic group:** | | | | | | | |
| Chinese | | | | | |  | |
| Other, please specify: | | | | | |  | |
| **7. Religion** | | | | | | | |
| Christian (please specify): | |  | Jewish | | | |  |
| Sikh | |  | Muslim | | | |  |
| Buddhist | |  | Rastafarian | | | |  |
| Other religion | |  | Non-religious/non-believer | | | |  |
| **8. Where did you see this post advertised?** | | | | | | | |
|  | | | | | | | |
| Data protection:  This data is subject to the either (prior to 25 May 2018) the Data Protection Act 1998 or (from 25 May 2018) the General Data Protection Regulation (EU 2016/679) (GDPR), or any other data protection laws and regulations applicable in England and Wales from time to time.  Our **Applicant Privacy Notice** is available at any time, please request a copy when submitting your completed form. Justlife holds applicant records on a computerised database for 6 months following the end of this recruitment process. After which, unless successful in securing employment with Justlife, this data will be removed from our records.  I hereby give my consent to [Justlife] processing the data supplied in this form for the purpose of recruitment and selection. | | | | | | | |
| **Applicant's signature:** |  | | | **Date:** |  | | |