

**Equal Opportunities Monitoring form**

The Burngreave Messenger is committed to Equal Opportunities. So that we can monitor this, we would be grateful if you could answer the questions below and return this form with your application.

The monitoring form will be separated from the application form and will not form part of the selection process. The information will only be used to monitor the effectiveness of our equal opportunities policy. After the appointment has been made, the information contained on the monitoring form will be summarised in such a way that it cannot be connected with any individual and the form will be destroyed.

**Job Title – Office and Distribution Administrator (Maternity Cover) 2011**

Please tick as appropriate

- A. Gender: Male  Female
- B. Age: Under 18  18-25  26-35  36-45   
46-55  56-65  66+
- C. Do you consider yourself to have a disability  
Yes  No

The definition of disability in the Equality Act 2010 is:

“A physical or mental impairment, which has a substantial and long term adverse effect on a person’s ability to carry out normal day to day activities.”

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D. How would you describe your ethnic origin?

- |                              |                          |                |                          |
|------------------------------|--------------------------|----------------|--------------------------|
| Black Caribbean              | <input type="checkbox"/> | Black African  | <input type="checkbox"/> |
| Black other (please specify) | <input type="checkbox"/> | _____          |                          |
| Yemeni                       | <input type="checkbox"/> | Somali         | <input type="checkbox"/> |
| Pakistani                    | <input type="checkbox"/> | White European | <input type="checkbox"/> |
| Bangladeshi                  | <input type="checkbox"/> | Irish          | <input type="checkbox"/> |
| Indian                       | <input type="checkbox"/> | Chinese        | <input type="checkbox"/> |
| Other (please specify)       | <input type="checkbox"/> | _____          |                          |

E. How would you describe your present status?

Unemployed  
(registered)

Unemployed  
(unregistered)

Full-time employed

Part-time employed

Houseperson

Student

Early retired

Retired

Self-employed

Other (please specify)

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F. Where did you see this job advertised/ how did you hear about it?

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