

**1.** ***ETHNIC*** ***ORIGIN***

***Guidelines:***

***Ethnic*** ***Origin***

***We*** ***appreciate*** ***that*** ***some*** ***people*** ***including*** ***those*** ***of*** ***mixed*** ***race,*** ***may*** ***not*** ***be*** ***happy*** ***with*** ***the*** ***classification*** ***used*** ***on*** ***monitoring*** ***forms.*** ***The*** ***classifications*** ***we*** ***have*** ***used*** ***are*** ***those*** ***currently*** ***recommended*** ***by*** ***the*** ***Commission*** ***for*** ***Racial*** ***Equality.*** ***If*** ***you*** ***wish*** ***to*** ***classify*** ***yourself*** ***in*** ***some*** ***other*** ***way,*** ***please*** ***use*** ***the*** ***additional*** ***space*** ***provided*** ***to*** ***do*** ***so.***

I would describe my ethnic origin as (please tick):

|  |  |  |  |
| --- | --- | --- | --- |
| Black (including UK born or settled) |  | White (including UK born or settled) |  |
| Carribbean origin |  | European origin  |  |
| African origin |  |  |  |
| Asian origin |  |  |  |

|  |  |
| --- | --- |
| Other (please specify) |  |

**2.** ***GENDER***

 I am (please tick)

|  |  |  |  |
| --- | --- | --- | --- |
| Male |  | Other |  |
| Female |  | Prefer not to say |  |

**3.** ***AGE***

***Guidelines:*** ***Disability***

|  |  |  |  |
| --- | --- | --- | --- |
| 16 – 19 |  | 25 – 50 |  |
| 20 - 34 |  | Over 50 |  |

***We*** ***understand*** ***that*** ***many*** ***employees*** ***do*** ***not*** ***declare*** ***disability*** ***because*** ***of*** ***possible*** ***discrimination*** ***against*** ***them*** ***by*** ***employers*** ***in*** ***the*** ***selection*** ***process.*** ***Apex*** ***Scotland*** ***is*** ***fully*** ***committed*** ***to*** ***improving*** ***work*** ***and*** ***career*** ***opportunities*** ***for*** ***disabled*** ***people.*** ***As*** ***a*** ***Disability*** ***Symbol*** ***user,*** ***we*** ***offer*** ***a*** ***Guaranteed*** ***Interview*** ***Scheme*** ***which*** ***means*** ***we*** ***are*** ***committed*** ***to*** ***a*** ***positive*** ***approach*** ***in*** ***the*** ***selection*** ***of*** ***people*** ***with*** ***disabilities,*** ***including*** ***interviewing*** ***all*** ***disabled*** ***persons*** ***who*** ***meet*** ***the*** ***minimum*** ***selection*** ***criteria.***

***We*** ***would*** ***like*** ***to*** ***know*** ***how*** ***many*** ***people*** ***we*** ***attract*** ***to*** ***Apex*** ***so*** ***that*** ***we*** ***can*** ***monitor*** ***the*** ***effectiveness*** ***of*** ***our*** ***policies*** ***towards*** ***disabled*** ***people..***

**4.** ***DISABILITY***

(a) I do / do not have any permanent disabilities\*

(b) I would / would not require special adaptations/equipment to take up employment\*

Please specify \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\*If you answer in the affirmative to any of the above questions and are shortlisted for interview, please contact the Director to ensure that interview arrangements are to your satisfaction.

**5.** ***DEPENDANTS***

Do you have any dependants or children?

If yes, please state how many

YES / NO

 \_\_\_\_\_\_\_

**6.** ***CRIMINAL*** ***RECORD***

Are you an ex-offender? YES / NO

If yes, please state the number of convictions you have \_\_\_\_\_\_\_

How long has elapsed since your last conviction? \_\_\_\_\_\_\_

**7.** ***EMPLOYMENT*** ***STATUS***

Prior to making this application were you: Employed \_\_\_\_\_\_\_

 Unemployed \_\_\_\_\_\_\_

If unemployed, please state the period of your unemployment

Under 6 months

6-12 months

1-2 years

over 2 years

**8.** ***MEDIA*** ***RESPONSE***

Where did you see this post advertised? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**9.** ***COMMENTS***

Do you have any comments on our monitoring form? \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***POSITION*** ***APPLIED*** ***FOR***

***LOCATION***

***DATE***

***Please*** ***return*** ***this*** ***form*** ***with*** ***your*** ***application.***

***Thank*** ***you.***