Citizens Advice Bureau Staffordshire North and Stoke on Trent

 **EQUAL OPPORTUNITIES MONITORING SHEET**

Citizens Advice Bureau Staffordshire North & Stoke on Trent is committed to equal opportunities for all. Applications will be considered solely on individual merit and suitability.

We do not discriminate against applicants because of their race, creed, colour or nationality or because of the age, sex, disability, sexual orientation, martial status, responsibility for dependants, lack of formal qualifications or HIV status.

In order to ensure that this policy is being effectively carried out, we would be grateful if all applicants would complete the monitoring sheet overleaf.

The information is completely confidential. The monitoring sheet will be separated from the application form before the selectors read it. (You may return it in a separate envelope if you wish).

Completion of the form is voluntary, as is completion of any individual question on it, but we hope you feel able to co-operate.

Citizens Advice Staffordshire North and Stoke on Trent

Reference: **…………………………..**

**EQUAL OPPORTUNITIES MONITORING SHEET**

1. **How old are you?** Please tick

|  |  |
| --- | --- |
| **Age Band** | **Tick** |
| Up to 25 |  |
| 25 - 34 |  |
| 35 - 44 |  |
| 45 - 54 |  |
| 55 - 64 |  |
| 65 and over |  |

1. **Do you have a disability?** Please tick

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **Yes** |  | **No** |  | **Prefer not to say** |  |

By disability we mean: a physical or mental impairment which has a substantial and long-term adverse effect on your ability to perform day to day activities (Disability Discrimination Act).

1. **What is your gender?** Please tick

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **Male** |  | **Female** |  | **Transgender** |  | **Prefer not to say** |  |

1. **What is your sexual orientation?** Please tick

|  |  |
| --- | --- |
| Bisexual |  |
| Gay man |  |
| Gay woman/lesbian |  |
| Heterosexual/straight |  |
| Other |  |
| Prefer not to say |  |

**5**. **What is your religious belief?** Please tick

|  |  |
| --- | --- |
| No Religion |  |
| Christian (including all denominations) |  |
| Buddhist |  |
| Hindu |  |
| Jewish |  |
| Muslin |  |
| Sikh |  |
| Other |  |
| Prefer not to say |  |

 P.T.O

1. **What is your Ethnic Origin?** Please tick

|  |  |
| --- | --- |
| **Ethnic Origin** | **Tick** |
| **White** - British |  |
| White - Irish |  |
| White - English |  |
| White - Scottish |  |
| White – Northern Irish |  |
| White – Gypsy or Irish Traveller |  |
| White - other |  |
| **Mixed Heritage** – White and black Caribbean |  |
| Mixed – White and black African |  |
| Mixed – White and Asian |  |
| Mixed – any other mixed background |  |
| **Asian, Asian British** - Indian |  |
| Asian, Asian British - Pakistani |  |
| Asian, Asian British - Bangladeshi |  |
| Asian, Asian British – any other Asian background |  |
| **Black, Black British** - Caribbean |  |
| Black, Black British - African |  |
| Black, Black British – Any other Black background (Please say which in the box) |  |
| **Chinese or other ethnic group** - Chinese |  |
| **Chinese or other ethnic group** - Arab |  |
| **Chinese or other ethnic group** – Other  |  |
| **Prefer not to say** |  |

1. **Where did you hear about this vacancy?**

|  |  |
| --- | --- |
| Advert (state where): |  |
| Citizens Advice (website): |  |
| Stoke on Trent Citizens Advice Bureau website: |  |
| Other (state where): |  |

1. **Feedback**

Do you have any comments to make on equal opportunities aspects of the job pack you received?