



Berkeley Unified School District

Office of Human Resources

2134 Martin Luther King Jr. Way • Berkeley, CA 94704-1180 • (510) 644-6150

VOLUNTARY EMPLOYEE/APPLICANT IDENTIFICATION FORM

The Berkeley Unified School District is an Equal Opportunity Employer. To further its commitment to Equal Opportunity employment the Berkeley Unified School District is maintaining data on the racial/ethnic, sex, age information of job applicants. Please complete this form and submit it with your application.

Section 1233, of the California Government Code permits public employers to solicit from employees and applicants a voluntary description of their sex and racial/ethnic group membership. Additional voluntary information provided will assist the Office of Human Resources in accurately compiling required statistical reports for federal and state agencies. None of the information will be used to discriminate against or give preference to any individual in any personnel transaction.

Position applying for: _____

Name: _____

Male

Female

Driver's License No.: _____

Birthdate: _____

Social Security No.: _____

RACIAL/ETHNIC GROUP – Check only ONE applicable category below. If more than one applies, chose the one category which best identifies your racial/ethnic background. (A married woman should indicate her own ancestry rather than that of her husband.)

- NATIVE AMERICAN OR ALASKAN NATIVE – All persons having origins in any original peoples of North America who maintain cultural identification through tribal affiliation or community recognition.
- ASIAN or PACIFIC ISLANDER – All persons having origins in any of the original peoples of the Far East Southeast Asia, the Indian subcontinent, or the Pacific Islands. This area includes, for example, China, Japan, Korea, Samoa, and the Philippine Islands.
- AFRICAN-AMERICAN/BLACK – All persons having origins in any of the black racial groups of Africa.
- HISPANIC – All persons of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
- WHITE (not of Hispanic origin) – All persons having origins in any of the original peoples of Europe, North Africa, or the Middle East.
- FILIPINO – All persons considered by themselves to be of Filipino origin.
- OTHER – Please Specify: _____
- Do not wish to indicate.

RECRUITMENT – As an evaluation of this Office's recruitment sources, indicate below how this position was communicated to you.

- Newspaper – Name _____
- University/College – Name _____
- A BUSD Employee – Name _____
- Community Group – Name _____
- Government Agency – Name _____
- Friend, Relative
- Our Human Resources Office
- BUSD Website
- Hot Jobs
- Ed Join
- Other – Specify _____

OPTIONAL EMPLOYMENT QUESTIONNAIRE

Section 504 of the Rehabilitation Act of 1973 and Section 402 of P.L. 93-508, Vietnam Era Veterans Readjustment Act of 1974 encourages the employment of handicapped persons and Vietnam Era Veterans.

The information solicited on this form is for the use of the Berkeley Unified School District pursuant to its voluntary affirmative action efforts. The information is requested on a voluntary basis and will be kept confidential. Refusal to provide requested information will not subject you to any adverse treatment and will not prejudice your application for employment. Please review the following definitions and check the appropriate box.

- I do not wish to provide the information requested.

HANDICAP

DEFINITION

- Visual: Persons who are legally blind in one or both eyes and whose visual acuity even after correction (eye glasses or contact lenses) is 20/200 visual acuity or restricted in the visual field to 20 degrees.
- Hearing: Persons with total deafness or inability to hear a normal conversation and/or use a telephone without the aid of assistive device.
- Speech: Persons with speech impairments when speech is unintelligible in normal conversation.
- Physical: Persons with orthopedic impairments, amputations or functional limitations if there is: a) loss or significant impairment of one or both upper extremities; b) or significant impairment of one or both major lower extremities; and c) impairment of the trunk, back or spine when there is a medically diagnosed disability which substantially limits one or more major life activities.
- Developmental Disabilities: Persons who meet the legal definition or have been identified as developmentally disabled. This includes autism, cerebral palsy, epilepsy, mental retardation, and other neurological impairments.
- Not Handicapped

VETERAN'S STATUS

DEFINITION

- Vietnam Era: Persons who served on active duty between August 5, 1964, and May 7, 1975 and who were discharged or released with other than a dishonorable discharge.
- Korean: Persons who served on active duty between June 27, 1950 and January 31, 1955 and who were discharged or released with other than a dishonorable discharge.
- World War II: Persons who served on active duty between December 7, 1941 and December 31, 1946 and who were discharged with other than a dishonorable discharge.
- Non-Veteran