

SEARCH FIRM GUIDELINES CHECKLISTS

EEO Data Form

The University of Alabama at Birmingham is a federal government contractor. As a matter of institutional policy as well as applicable law, we are required to keep records and perform certain analyses of our applicant pool by race, ethnicity and gender. Since such analyses are only possible if we know the EEO profile of our applicants, we are using this means to ask applicants to complete this survey. The information which applicants provide does not at all affect their prospects for employment and is treated confidentially. For any statistical analysis to be meaningful we must have information on as many applicants as possible and it is just as important to collect this information from males and non-minorities as it is to obtain it from females and minority group members. Completion of this form is optional. The categories listed are those used by the U.S. Bureau of Census and Department of Labor and are the only options currently available to you for federal reporting purposes.

Search firms must collect, maintain and provide the following data to UAB.

Gender

- Male Female I decline to answer

Race/Ethnicity

- Hispanic or Latino, regardless of race
- White
- Black or African-American
- Native Hawaiian or Other Pacific Islander
- Asian
- Two or more races (Report all male and female employees who identify with more than one of the above five races.)
- I decline to answer