QTEC, Inc. dba QTEC Aerospace (QTEC) is an Affirmative Action / Equal Opportunity Employer (AA/EOE). As such, QTEC is subject to certain governmental recordkeeping and reporting requirements for the administration of civil rights laws and regulations. In order to comply with these laws, QTEC invites applicants to voluntarily self-identify their ethnicity, disability and Veteran status. Submission of this information is voluntary and refusal to provide it will not subject you to any adverse treatment. The information obtained will be kept confidential and may only be used in accordance with the provisions of applicable laws, executive orders, and regulations, including those that require the information to be summarized and reported to the federal government for civil rights enforcement. When reported, data will not identify any specific individual.

**Date:**       **Position applied for:**

**REFERRAL SOURCE:**

|  |  |  |  |
| --- | --- | --- | --- |
| [ ]  QTEC Website | [ ]  Employment Agency  | [ ]  Print Advertisement | [ ]  QTEC contacted you |
| [ ]  Online Advertisement:       | [ ]  Employee Referral:       | [ ]  Other:       |  |

**Gender:** [ ]  Male **Marital Status:** [ ]  Single [ ]  Married [ ]  Domestic Partner

 [ ]  Female [ ]  Widowed [ ]  Separated [ ]  Divorced

ETHNIC GROUP

To assist in appropriate identification, an applicant may be included in the group to which he or she appears to belong, identifies with, or is regarded in the community as belonging in accordance with the definitions below:

[ ]  **WHITE** **(Not Hispanic or Latino)** – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

[ ]  **BLACK OR AFRICAN AMERICAN** (**Not Hispanic or Latino**) – A person having origins in any of the black racial groups of Africa.

[ ]  **ASIAN (Not Hispanic or Latino)** – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

[ ]  **NATIVE HAWAIIAN OR PACIFIC ISLANDER** **(Not Hispanic or Latino)** - A person having origins in any of the peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

[ ]  **NATIVE AMERICAN OR ALASKAN NATIVE (Not Hispanic or Latino)** – A person having origins in any of the original peoples of North and South America (including Central America), and who maintain tribal affiliation or community attachment.

[ ]  **HISPANIC OR LATINO** – A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin regardless of race.

[ ]  **Two or More Races (Not Hispanic or Latino) -** All persons who identify with more than one of the above five races.

**DISABLED / VETERANS**

|  |  |  |
| --- | --- | --- |
| **Yes** | **No** |  |
| [ ]  | [ ]  | **“INDIVIDUAL WITH A DISABILITY”** means any person who (1) has a physical or mental impairment, which substantially limits one or more of such person’s major life activities; (2) has a record of such impairment; or (3) is regarded as having an impairment. *This information will be kept confidential, except that (1) supervisors and managers may be informed regarding work restrictions or accommodations; and (2) medical and safety staff will be informed regarding possible emergency treatment.* |
| [ ]  | [ ]  | **“RECENTLY SEPARATED VETERAN** means any veteran during the three-year period beginning on the date of such veteran’s discharge or release from active duty. **SEPARATION DATE:**       |
| [ ]  | [ ]  | **“DISABLED VETERAN”** means a person entitled to disability commendation under laws administered by the Veterans Administration, for disability rated at thirty per centum or more, or a person whole discharge or release from active duty was for disability incurred or aggrieved in the line of duty. |
| [ ]  | [ ]  | **“ACTIVE DUTY WARTIME OR CAMPAIGN BADGE VETERAN”** includes any veteran who served on active duty in the U.S. military, ground, navel or air service during one or more periods of war in any war, campaign or expedition in which a campaign badge has been authorized under laws administered by the Department of Defense. |
| [ ]  | [ ]  | **“ARMED FORCES SERVICE MEDAL VETERAN”** includes any veteran who, while serving on active duty in the Armed Forces, participated in a United States military operation for which a service medal was awarded pursuant to Executive Order 12985. |
| [ ]  | **I DO NOT WISH TO SELF-IDENTIFY** |