



Chicago Zoological Society

Inspiring Conservation Leadership

An Equal Opportunity/Affirmative Action Employer

**VOLUNTARY SELF-IDENTIFICATION**

**NOTICE TO ALL EMPLOYEES AND PROSPECTIVE EMPLOYEES**

The Chicago Zoological Society takes affirmative action to employ and advance in employment qualified minorities, females, veterans of the Vietnam era, other protected veterans, and recently separated veterans. Qualified applicants are considered for employment and employees are treated during employment without regard to race, color, religion, gender, age, national origin, citizenship, ancestry, marital status, veteran status, disability status, medical condition, or sexual orientation. Solely for recordkeeping and reporting purposes, we request that you complete this Voluntary Self-Identification Sheet. **Submission of this information is purely voluntary** and choosing not to disclose this information will not subject you to any adverse treatment. This information will be used only in accordance with applicable regulations and government recordkeeping and reporting requirements. This information will be held strictly confidential and separate from your application and the personnel file, if hired, and will not be used in consideration for your employment. If you belong to one of these protected groups and would like to be considered under our voluntary affirmative action program, please tell us. You may inform us of your desire to benefit under the program at this time and/or at any time in the future. The information will assist us in meeting our affirmative action obligations. The Society's Affirmative Action Program may be inspected by employees and applicants upon request between 10:00 a.m. and 5:00 p.m. in the Human Resources office.

Name: \_\_\_\_\_ Phone No. ( ) \_\_\_\_\_  
(Last) (First) (Middle Initial)

Address: \_\_\_\_\_  
(Number, Street) (City) (State) (Zip code)

Position Applied for: \_\_\_\_\_

**Referral Source:**

- Advertisement
- Zoo Web Site
- Community Agency
- Employee Referral
- Internet Job Posting
- School Job Counselor
- Community Job Fair
- Zoo Job Fair
- Other \_\_\_\_\_

List specific name of source if known: \_\_\_\_\_

*Please check any below that apply.*

**Gender:**  Male  Female  Prefer not to disclose

**Ethnicity:**

- White\*
- Black or African American\*
- Hispanic or Latino
- Native Hawaiian or Other Pacific Islander\*
- Asian\*
- American Indian or Alaskan Native\*
- Two or More Races\*
- Prefer not to disclose

\* Not Hispanic or Latino

**Veteran Status:**

- Vietnam Era Veteran
- Other Eligible Veteran
- Recently Separated Veteran – Date of Separation \_\_\_\_/\_\_\_\_/\_\_\_\_
- Prefer not to disclose

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

Return completed form to:

Chicago Zoological Society · Brookfield Zoo, Human Resources Department, 3300 Golf Road, Brookfield, IL 60513