Equalities Monitoring Form

# About the form

We aim to be an equal opportunities employer and are determined to ensure that no applicant or employee receives less favourable treatment on the grounds of gender, age, disability, religion, belief, sexual orientation, marital status, or race, or is disadvantaged by conditions or requirements which cannot be shown to be justifiable.

Completing the form will help us monitor how effectively our opportunities are reaching a cross-section of people.

Please complete all sections of the form by marking the box [ ]  or providing information where appropriate in each section.

Please send your completed form to jobs@researchdata.scot separately from your CV and cover letter.

## What is your ethnicity?

Ethnic origin is not about nationality, place of birth or citizenship. It is about the group to which you perceive you belong. Please tick the appropriate box:

### White

Scottish [ ]  Welsh [ ]  English [ ]  Northern Irish [ ]  Irish [ ]  British [ ]  Gypsy or Irish Traveller[ ]  Prefer not to say [ ]

Any other white background, please specify here: ………………………..

### Mixed/Multiple Ethnic Groups

White and Black Caribbean [ ]  White and Black African [ ]  White and Asian [ ]
Prefer not to say [ ]

Any other mixed background, please specify here: ………………………..

### Asian/Asian British

Indian [ ]  Pakistani [ ]  Bangladeshi [ ]  Chinese [ ]  Prefer not to say [ ]

Any other Asian background, please specify here: ………………………..

### Black/ African/ Caribbean/ Black British

African [ ]  Caribbean [ ]  Prefer not to say [ ]

Any other Black/African/Caribbean background, please specify here: ………………………..

### Other Ethnic Group

Arab [ ]  Prefer not to say [ ]

Any other ethnic group, please specify here: ………………………..

## What is you gender?

Man [ ]  Woman [ ]  Intersex [ ]  Non-binary [ ]  Prefer not to say [ ]

If you prefer to use your own term, please specify here …………………….

Is your gender the same as the sex you were registered at birth?

Yes [ ]  No [ ]  Prefer not to say [ ]

## Are you married or in a civil partnership?

 Yes [ ]  No [ ]  Prefer not to say [ ]

## Do you consider yourself to have a disability or health condition?

 Yes[ ]  No [ ]  Prefer not to say [ ]

The information in this form is for monitoring purposes only. If you believe you need a ‘reasonable adjustment’ please let us know.

## How old are you?

 16-24[ ]  25-29 [ ]  30-34 [ ]  35-39[ ]  40-44 [ ]  45-49 [ ]

 50-54 [ ] 55-59 [ ]  60-64 [ ]  65+ [ ]  Prefer not to say [ ]

## What is your sexual orientation?

Which of the following options best describes how you think of yourself? (please tick one)

 Heterosexual [ ]  Gay man [ ]  Gay woman/Lesbian [ ]  Bisexual [ ]  Prefer not to say [ ]

If you prefer to use your own term, please specify here:

……………………………………………………………………………………………………………

## What is your religion or belief?

Buddhist [ ]  Christian [ ]  Hindu [ ]  Jewish [ ]  Muslim [ ]  Sikh [ ]
No religion or belief [ ]  Prefer not to say [ ]

If other religion or belief, please specify here:

……………………………………………………………………………………………………………

## How did you here about this vacancy?

In order that we can monitor the effectiveness of our recruitment advertising, please tell us where you learned of this vacancy. If press, please state which publication.

…………………………………………………………………………………………

Prefer not to say [ ]

# How we manage your data

We are committed to safeguarding your personal information in accordance with data protection law. The information you submit as part of the application process will be handled safely and securely according to the practices noted in our Privacy Policy.

* See: <http://researchdata.scot/privacy-policy>

You don’t have to complete the form but, if you do, all information will be treated confidentially and will be accessed only by those that need to monitor equality, diversity and inclusion issues. People assessing applications and interviewers won’t see this information and, when used for reporting purposes, all information will be anonymised.