



Town of Smyrna
**Applicant Demographic
Information Form**

The Town of Smyrna is an Equal Opportunity Employer and strives to have a selection process that does not unfairly discriminate amongst applicants. The Town of Smyrna does not discriminate on the basis of race, color, religion, national origin, age, disability, or veteran status in employment opportunities or benefits, or in the provision of services, programs, or activities. Your demographic information **will not be** included with your application during the selection process. Your responses to the items below will be used solely to assist the Town of Smyrna in evaluating its recruitment and selection procedures to ensure that the process is fair to all applicants. For this reason you are asked to complete this Demographic Information Form and mail or fax it to the Human Resources Office. The Human Resources Office will open the sealed envelopes or retrieve the faxes and compile the statistical data. The Demographic Information Forms **will not** be sent with the job applications to the department with the job opening. They will be kept in the Human Resources Office. No effort will be made by anyone to match your application with this Demographic Information Form.

DO NOT WRITE YOUR NAME, ADDRESS, OR ANY OTHER IDENTIFYING INFORMATION ON THIS FORM OR ON THE ENVELOPE.

Please fill out the items below:

Date: _____

Department for which you are applying: _____

Job Title for which you are applying: _____

Sex: ___ Male ___ Female

Race/Ethnic Group:

___ Caucasian (White) ___ Black ___ Hispanic
___ Asian or Pacific Islander ___ American Indian ___ Alaskan Native

Age: ___ Under 40 years of age ___ 40 or more years of age

Disability: ___ I do not have a disability ___ I have a disability

I first learned of this job from:

___ Advertisement in the Newspaper ___ E-mail
___ Current employee of Town of Smyrna ___ Cable Channel
___ The Town's Website ___ Career Center
___ Public Posting Board in City Hall ___ Other _____

After completing this Form return it to the Human Resources Office at 315 South Lowry Street, Smyrna, Tennessee 37167 or fax it to (615)355-5771