



## EEO-1 & Affirmative Action Voluntary Self-Identification (Veteran, Gender, Race)

The Equal Employment Opportunity Commission (EEOC) requires all private employers with 100 or more employees as well as federal contractors and first-tier subcontractors with 50 or more employees AND contracts of at least \$50,000 complete an EEO-1 and affirmative action program reports each year. Covered employers must invite employees to self-identify gender and race, and veteran status for required reporting.

This form will be used for EEO-1 and affirmative action reporting purposes only and will be kept separate from all other personnel records only accessed by the Human Resources department. Completing this form is voluntary and will not affect your employment opportunity or the terms or conditions of your current employment. Please return the completed forms to the HR department.

If you choose not to self-identify your race/ethnicity at this time, the federal government requires **Dense Mechanical** to determine this information by visual survey or other available information.

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Middle Initial \_\_\_\_\_

Job Title: \_\_\_\_\_

Date Completed: \_\_\_\_\_

### GENDER:

(Please check one of the options below)

☐ Male

☐ Female

### RACE/ETHNICITY: (Please check one of the descriptions below corresponding to identified ethnic group.)

☐ Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

☐ 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.

☐ 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.

☐ 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 American or Alaska 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 maintains tribal affiliation or community attachment.

☐ Two or more races (Not Hispanic or Latino) - Identity with more than one of the above five races.

☐ I do not wish to disclose.

### Veteran Status \*\*

☐ I am a protected veteran

☐ I am NOT a protected veteran

☐ I do not wish to self-identify





**\*\*PROTECTED VETERAN DEFINITION**

**Protected veteran** means a veteran who may be classified as an active duty wartime or campaign badge veteran, disabled veteran, Armed Forces service medal veteran or recently separated veteran.

**Active duty wartime or campaign badge veteran** means a veteran who served on active duty in the U.S. military, ground, naval or air service during a war or in a campaign or expedition for which a campaign badge has been authorized under the laws administered by the Department of Defense.

**Armed Forces service medal veteran** means any veteran who, while serving on active duty in the U.S. military, ground, naval or air service, participated in a United States military operation for which an Armed Forces service medal was awarded pursuant to Executive Order 12985 (61 FR 1209, 3 CFR, 1996 Comp., p. 159).

**Disabled veteran** means (1) a veteran of the U.S. military, ground, naval or air service who is entitled to compensation (or who but for the receipt of military retired pay would be entitled to compensation) under laws administered by the Secretary of Veterans Affairs, or (2) a person who was discharged or released from active duty because of a service-connected disability.

**Recently separated veteran** means a veteran during the three-year period beginning on the date of such veteran's discharge or release from active duty in the U.S. military, ground, naval or air service.





409 E Broadway  
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Office: 580-234-7842  
www.DenseComfortSolutions.com

## Employment Application

Prospective Employer, Dense Mechanical, is an equal opportunity employer dedicated to a policy of non-discrimination in employment on any basis, including race, color, religion, sex (including pregnancy, gender identity, and sexual orientation), national origin, age (40 or older), disability or genetic information.

### Applicant Information

Full Name: \_\_\_\_\_ Date: \_\_\_\_\_  
Last First M.I.

Address: \_\_\_\_\_  
Street Address Apartment/Unit #  
\_\_\_\_\_  
City State ZIP Code

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Date Available: \_\_\_\_\_ Position Applied for: \_\_\_\_\_ Desired Salary: \_\_\_\_\_

Are you authorized to work in the U.S.? Yes \_\_\_\_\_ No \_\_\_\_\_

Have you ever worked for this company? Yes \_\_\_\_\_ No \_\_\_\_\_

If Yes, Explain Below:

\_\_\_\_\_

### Education

TRAINING	NAME OF SCHOOL	CITY & STATE	TYPE OF COURSE	GPA	DID YOU GRADUATE
High School					
Business School					
College or Univ.					
Additional Courses					

List any Professional Certification or Licenses you hold:

\_\_\_\_\_  
\_\_\_\_\_

### Previous Employment

Provide at least 10 years of work history (attach additional employers on a separate sheet)

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Job Title: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_ May we contact: ☐ Yes ☐ No

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Job Title: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_ May we contact: ☐ Yes ☐ No





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Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Job Title: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_ May we contact: ☐ Yes ☐ No

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Job Title: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_ May we contact: ☐ Yes ☐ No

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Job Title: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_ May we contact: ☐ Yes ☐ No

Company: \_\_\_\_\_ Phone: \_\_\_\_\_  
Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_  
Job Title: \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_  
Reason for Leaving: \_\_\_\_\_ May we contact: ☐ Yes ☐ No

### References

Give below the name of three persons not related to you, whom you have known for at least one year.

Name	Address	How Acquainted & # of Years	Phone Number
			( )
			( )
			( )

I certify that the information provided above is true and correct. I authorize Dense Mechanical to investigate my personal or employment history and authorize any present/former employer, person, firm, corporation, credit agency, or a government agency to give Dense Mechanical any information they may have regarding me. I understand that any misrepresentation or omission shall be cause for dismissal. Considering the prospective employer's review of this application, I release Dense Mechanical and all providers of information from any liability due to furnishing and receiving this information.

In consideration for employment with Dense Mechanical, I acknowledge and agree to post-offer background checks and drug screening required for qualification for employment with Dense Mechanical.

I further agree that, if employed, I will conform my conduct to Dense Mechanicals' rules, regulations, and personnel policies. I understand that no personnel recruiter, interviewer, or another representative other than an officer of Dense Mechanical has the authority to enter into any agreement for employment for any specified period of time and that any employment manuals or handbooks that may be distributed to me during the course of my employment shall not be construed as a contract of employment. I further understand that nothing contained in this application or the granting of an interview creates a contract for either employment or providing any benefit. I have the right to terminate employment at any time, and Dense Mechanical has the same right.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_