

## Equal Opportunities Data Collection Form

Human Resources, University of Dundee, Dundee, DD1 4HN

**Name:**

**Job / Position Title:**

**Vacancy Reference Number:**

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The University of Dundee is committed to promoting and developing an inclusive and supportive environment in all its employment practices which is free from unfair discrimination and will enable staff to fulfil their full potential. The University of Dundee values the diversity of its staff and welcomes applications from all sections of the community. The University of Dundee aims to ensure that job applicants and members of staff are treated solely on the basis of their merits, abilities and potential without any unjustified discrimination.

The information provided here is required for monitoring purposes. It will not be made available to those engaged in shortlisting for the position.

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**AGE RANGE** (please select **ONE** option from the below list)

- |                                  |  |
|----------------------------------|--|
| <input type="checkbox"/> 16 - 19 | <input type="checkbox"/> 50 - 59           |
| <input type="checkbox"/> 20 - 29 | <input type="checkbox"/> 60 - 64           |
| <input type="checkbox"/> 30 - 39 | <input type="checkbox"/> 65+               |
| <input type="checkbox"/> 40 - 49 | <input type="checkbox"/> Prefer not to say |

**GENDER**

- 1 Male       2 Female

**WHAT IS YOUR SEX?**

- 11 Male       10 Female       12 Other       98 Prefer not to say

**SEXUAL ORIENTATION** (please select **ONE** option from the below list)

- 10 Bisexual
- 11 Gay or lesbian
- 12 Heterosexual or straight
- 19 Other sexual orientation
- 98 Prefer not to say

**DISABILITY**

If you have NO disability, please check the following box  95 No known impairment, health condition or learning difference

If you DO have a disability or disabilities, please identify on the list below, that has the most impact on your ability to undertake day-to-day activities (please check a maximum of **ONE** box)

- 51 Learning difference such as dyslexia, dyspraxia or AD(H)D
- 53 Social/Communication impairment (such as Asperger’s syndrome/other Autistic spectrum disorder)
- 54 Long standing illness or health condition (such as cancer, HIV, diabetes, chronic heart disease or epilepsy)
- 55 Mental health condition (such as depression or schizophrenia)
- 56 Physical impairment or mobility issues (such as difficulty using arms or using a wheelchair or crutches)
- 57 Deaf or serious hearing impairment
- 58 Blind or serious visual impairment uncorrected by glasses
- 59 Development condition that you have had since childhood which affects motor, cognitive, social and emotional skills, and speech and language

If you have multiple disabilities, please provide some addition information about your disability / disabilities: (You can also use this section to provide us with any other additional / relevant information.)

If you do not want to provide this information, please check the following box  98 Prefer not to say

**DO YOU CURRENTLY HAVE PERMISSION TO WORK IN THE UK?**

- Yes  No

**Note:** If you currently do not have permission to work in the UK, please refer to the [UKBA \(http://www.ukba.homeoffice.gov.uk\)](http://www.ukba.homeoffice.gov.uk) website for details on sponsorship requirements.

**IF YOU DO HAVE PERMISSION TO WORK IN THE UK, PLEASE CONFIRM YOUR PERMISSION TYPE**

- |   |   |
|---|---|
| <input type="checkbox"/> UK/EEA Citizen | <input type="checkbox"/> Tier 4                                     |
| <input type="checkbox"/> Tier 1         | <input type="checkbox"/> Tier 5                                     |
| <input type="checkbox"/> Tier 2         | <input type="checkbox"/> Accession State Worker Registration Scheme |
| <input type="checkbox"/> Dependant Visa | <input type="checkbox"/> Residency / Indefinite Leave to Remain     |
| <input type="checkbox"/> Other          |   |

If you have selected 'Other' please provide some addition information:

**ETHNIC GROUP** (please select **ONE** option from the below list)

- |  |  |
|--|--|
| <input type="checkbox"/> 160 White - English, Scottish, Welsh, Northern Irish or British | <input type="checkbox"/> 103 Asian - Indian or Indian British  |
| <input type="checkbox"/> 169 White - Scottish  | <input type="checkbox"/> 104 Asian -Pakistani or Pakistani British   |
| <input type="checkbox"/> 161 White - English, Welsh, Northern Irish or British           | <input type="checkbox"/> 100 Asian - Bangladeshi or Bangladeshi British  |
| <input type="checkbox"/> 163 White - Gypsy, Irish Traveller, Traveller                   | <input type="checkbox"/> 101 Asian - Chinese or Chinese British  |
| <input type="checkbox"/> 164 White - Gypsy or Traveller                                  | <input type="checkbox"/> 119 Any other Asian background  |
| <input type="checkbox"/> 166 White - Irish   | <input type="checkbox"/> 142 Mixed or multiple ethnic groups - White or White British and Black Caribbean or Black Caribbean British |
| <input type="checkbox"/> 168 White - Roma  | <input type="checkbox"/> 141 Mixed or multiple ethnic groups - White or White British and Black African or Black African British     |
| <input type="checkbox"/> 170 White - Showman/Showwoman                                   | <input type="checkbox"/> 140 Mixed or multiple ethnic groups - White or White British and Asian or Asian British                     |
| <input type="checkbox"/> 179 Any other White background                                  | <input type="checkbox"/> 159 Any other Mixed or Multiple ethnic background   |
| <input type="checkbox"/> 121 Black - Caribbean or Caribbean British                      | <input type="checkbox"/> 180 Arab  |
| <input type="checkbox"/> 120 Black - African or African British                          | <input type="checkbox"/> 899 Any other ethnic background   |
| <input type="checkbox"/> 139 Any other Black background                                  | <input type="checkbox"/> 997 Not Known<br>(can be used if you genuinely do not know your ethnicity, for example if you were adopted) |
|  | <input type="checkbox"/> 98 Prefer not to say  |

**RELIGION OR BELIEF** (please select **ONE** option from the below list)

- |  |  |
|--|--|
| <input type="checkbox"/> 20 No religion                    | <input type="checkbox"/> 30 Jewish                       |
| <input type="checkbox"/> 21 Buddhist                       | <input type="checkbox"/> 31 Muslim                       |
| <input type="checkbox"/> 23 Christian - Church of Scotland | <input type="checkbox"/> 33 Sikh                         |
| <input type="checkbox"/> 24 Christian - Roman Catholic     | <input type="checkbox"/> 80 Any other religion or belief |
| <input type="checkbox"/> 28 Christian - Other Denomination | <input type="checkbox"/> 98 Prefer not to say            |
| <input type="checkbox"/> 29 Hindu                          |  |

**Some posts require membership of a Professional Body(ies). Have you ever been subject to any warnings or penalties imposed (or pending) by any Professional Body(ies)?**

- Yes                       No

If you have selected 'Yes' please advise of the specifics:

**Under the Rehabilitation of Offenders Act 1974, an individual who has a conviction for a criminal offence is, after a specified time, allowed to treat the conviction as if it never occurred (i.e. spent). However, there are certain exceptions to this rule. The University has a limited number of posts which require applicants to make a full declaration prior to interview, of all convictions including those spent. These declarations are subsequently checked with Disclosure Scotland. Therefore, have you ever been convicted of a criminal offence, other than spent convictions, under the Rehabilitation of Offenders Act 1974, and/or do you have any charges pending?**

- Yes                       No

If you have selected 'Yes' please advise of the specifics:

Thank you for taking the time to complete this form.

Please sign and date in the space below as confirmation that the details within this form are a true account of your current personal details. The completed form should be returned to your School/SASS HR Office.

**Signature:**

**Date:**