

**DIVERSITY MONITORING FORM**

To help us fulfil our commitment to equal opportunities during recruitment, we monitor the diversity of applications to advertised posts. To do this, and for no other reason, we collect information on applicants’ ethnicity, gender, age and disability. We also look at how effective our advertisements are, and to do this we ask you where you found out about the vacancy.

Completion of this form is voluntary – you may choose to complete all, part or none of it. It is separated from your application before shortlisting. The responses that you do give will assist us greatly in our commitment to diversity and will be kept strictly confidential and anonymous.

Please read the descriptions below and tick the boxes that most accurately describe you.

**I heard about the job through:**

**Press advertisement – please specify:**

**Website – please specify:**

**Job Centre**

**Other source – please specify:**

**ETHNICITY**

**White:**

British  Irish  European  Other white background

Prefer not to say

**Black:**

Black British  Caribbean  African

Other black background  Prefer not to say

**Asian:**

Asian British  Indian  Pakistani  Bengali  Chinese  Japanese

Other Asian background  Prefer not to say

**Mixed:**

White & Black Caribbean  White & Black African  White & Asian

Asian & Black African  Asian/Black Caribbean

Other Mixed background  Prefer not to say

**Other ethnic group:**

Arab  Latin American  Other background  Prefer not to say

**GENDER IDENTITY**

Male  Female  Genderqueer on non-binary  Agender  Transgender  Other  Prefer not to say

**AGE RANGE**

16-25  46-55

26-35  56-65

36-45  65+

Prefer not to say

**HIGHEST LEVEL OF EDUCATION COMPLETED**

College  Secondary school  Apprenticeship  University

Masters  PHD  Prefer not to say  Other

**DISABILITY**

If you consider yourself to have a disability or impairment, please tick this box:

HIUK uses this information to review compliance with its policies on equal opportunity in relation to recruitment. We will use this data to feed our statistics on the representation of the categories of individuals as shown above. We will treat all personal information in line with current data protection legislation and our data protection policy.

In order for us to process this information and to comply with data protection legislation, we require your consent. You are not required to give your consent; you acknowledge that any consent given is freely given. Your job application is not dependent on your giving consent to our processing of this data.

Including your signature below will signify your consent to our processing of this information. Once you have given consent, you may withdraw it at any time by contacting [recruitment.uk@hi.org](mailto:recruitment.uk@hi.org).

Signature:

Date: