

**Personal Data Sheet****Section 1: Biographical Information**Name (Legal name): _____
Prefix First Middle Last SuffixPreferred Name: _____
First Last

Date of Birth :

Gender: Female MaleMarital Status: Married Single

Social Security Number:

Section 2: Education**Highest Level of Education Completed (Select One):**

- | | | |
|--|---|---|
| <input type="checkbox"/> Less than High School Grad | <input type="checkbox"/> Some College (Undergrad) | <input type="checkbox"/> Some Graduate School |
| <input type="checkbox"/> High School Grad/Equivalent | <input type="checkbox"/> Associate's Degree (2 Yr. College) | <input type="checkbox"/> Master's Degree |
| <input type="checkbox"/> Technical School | <input type="checkbox"/> Bachelor's Degree | <input type="checkbox"/> Ph.D. |
| | | <input type="checkbox"/> Professional Degree (e.g. MD, JD, DDS) |

List the schools you have attended beyond high school. Include business, technical, military, professional, college, & university.**Please begin by listing your *highest* level of education.**

| School Name | Major | Degree or Certificate | Year Awarded |
|-------------|-------|-----------------------|--------------|
| | | | |
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| | | | |

Section 3: Contact Information

Home Address:

Street Address_____
City State Zip Code Country (if not U.S.A.)

Mailing Address: (if different)

Street Address or P.O. Box_____
City State Zip Code Country (if not U.S.A.)

Home Phone:

Mobile Phone:

Personal Email:

Section 4: Voluntary Disclosure Information

Voluntary disclosure/self-identification of race/ethnicity:
Please answer both questions

- 1) Do you consider yourself Hispanic or Latino? Yes No
- 2) Please select one or more of the following racial categories to describe yourself:
- Asian Black or African American Native Hawaiian or Pacific Islander
 American Indian or Alaskan Native White

This employer is a Government contractor subject to the Vietnam Era Veterans' Readjustment Assistance Act of 1974, as amended by the Jobs for Veterans Act of 2002, 38 U.S.C. 4212 (VEVRAA), which requires Government contractors to take affirmative action to employ and advance in employment: (1) disabled veterans; (2) recently separated veterans; (3) active duty wartime or campaign badge veterans; and (4) Armed Forces service medal veterans. These classifications are defined as follows:

- A "disabled veteran" is one of the following:
 - 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
 - a person who was discharged or released from active duty because of a service-connected disability.
- A "recently separated veteran" means any 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.
- An "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.
- An "Armed Forces service medal veteran" means a 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.

Protected veterans may have additional rights under USERRA - the Uniformed Services Employment and Reemployment Rights Act. In particular, if you were absent from employment in order to perform service in the uniformed service, you may be entitled to be reemployed by your employer in the position you would have obtained with reasonable certainty if not for the absence due to service. For more information, call the U.S. Department of Labor's Veterans Employment and Training Service (VETS), toll-free, at 1-866-4-USA-DOL.

As a Government contractor subject to VEVRAA, we are required to submit a report to the United States Department of Labor each year identifying the number of our employees belonging to each specified "protected veteran" category. If you believe you belong to any of the categories of protected veterans listed above, please indicate by selecting the appropriate option below.

Voluntary disclosure/self-identification for Veterans:

- I belong to the following classifications of protected veterans (choose all that apply):
- Disabled Veteran
 Recently Separated Veteran
 Active Duty Wartime or Campaign Badge Veteran
 Armed Forces Service Medal Veteran
- I am a protected veteran, but I choose not to self-identify the classifications to which I belong.
- I am a veteran but I do not meet one of the protected veteran classifications outlined above.
- I am NOT a veteran.

Military Discharge Date

Section 5: Emergency Contact(s)

Primary Contact

Name:
First Last

Check if Same Address as Employee or Provide Below

Street Address

City State Zip Code

Relationship To Employee:

Home Phone:

Mobile Phone:

