



Diversity Monitoring Form

Please complete and return this form to recruitment@cahf.org.uk

CONFIDENTIAL APPLICATION FORM
SECTION 3

Diversity monitoring

Please note Section 2 will be detached before sending your application to the recruitment panel for shortlisting.

Job title:	Community Skills Coordinator - Subject: CSC1-CAHF		
Candidate ref. number (for office use only):			
DATE:		__ __ / __ __ / 2025	
<p>The Citizens Advice service is committed to valuing diversity and promoting equality. We encourage and welcome applications from suitably qualified candidates from all backgrounds regardless of age, disability, gender reassignment, marriage and civil partnership, pregnancy and maternity, race, religion or belief, sex or sexual orientation.</p> <p>In order to achieve these aims we need to know about the diversity of people who apply to work in the service. Please help us by providing the following information.</p> <p>All information will be treated confidentially and will be separated from your application form before making any selection decisions.</p> <p><u>Data Protection Act 1998</u> Citizens Advice will record the information given for the purposes of recruitment and selection monitoring. If you become an employee of Citizens</p>			

Advice the information will be processed for the purposes of personnel administration only. The information will be retained for monitoring purposes only.

Thank you for your cooperation.
This information will not affect your application.

Age

☐ <25 ☐ 25-34 ☐ 35-44 ☐ 45-54 ☐ 55-64 ☐ 65+

Gender

☐ Female ☐ Male ☐ Prefer not to say

Ethnic origin

How would you describe yourself?

Choose one section and tick the appropriate box within it.

- A White
- ☐ British
 - ☐ English
 - ☐ Scottish
 - ☐ Welsh
 - ☐ Northern Irish
 - ☐ Irish
 - ☐ Gypsy or Irish Traveller
- ☐ Any other White background, please state.....

- B Mixed Heritage
- ☐ White and Black Caribbean
 - ☐ White and Black African
 - ☐ White and Asian
 - ☐ Any other Mixed background, please state.....

- C Asian or Asian British

- ☐ Indian
- ☐ Pakistani
- ☐ Bangladeshi
- ☐ Any other Asian background, please state.....

- D Black or Black British
- ☐ Caribbean
 - ☐ African
 - ☐ Any other Black background, please state.....

- E Chinese or other ethnic group
- ☐ Chinese
 - ☐ Arab
 - ☐ Any other, please state.....

- F ☐ Prefer not to say

Disability

The Citizens Advice service believes that people are disabled by the barriers society places in their way and not by their own impairments. We believe everyone has a role to play in society and we want the service to benefit from the widest range of talent available.

Do you consider yourself to be a disabled person or do you have a long-term health condition?

- ☐ Yes ☐ No ☐ Prefer not to say

Sexual orientation

What is your sexual orientation?

- ☐ Bisexual
- ☐ Gay man
- ☐ Gay woman / lesbian
- ☐ Heterosexual / straight
- ☐ Other
- ☐ Prefer not to say

Religion or belief

Which group below do you most identify with?

- ☐ No religion
- ☐ Christian (incl. Church of England, Catholic, Protestant & other denominations)
- ☐ Buddhist
- ☐ Hindu

- ☐ Jewish
- ☐ Muslim
- ☐ Sikh
- ☐ Other, please state.....
- ☐ Prefer not to say

From which website, publication or other source did you FIRST learn of the
post?.....