

**PERSONAL DATA SHEET**  
(Please Print Clearly)

DATE \_\_\_\_\_

SOCIAL SECURITY No. \_\_\_\_\_

NAME \_\_\_\_\_  
LAST FIRST MIDDLE

TITLE  MR.  MS.  MRS.  OTHER \_\_\_\_\_

ADDRESS 1 \_\_\_\_\_

ADDRESS 2 \_\_\_\_\_

\_\_\_\_\_  
CITY STATE ZIP

HOME PHONE (AREA CODE) \_\_\_\_\_ BIRTH DATE \_\_\_\_\_  
MM/DD/YY

EMPLOYMENT  NEW HIRE  RE-HIRE STATUS  FULL-TIME  PART-TIME GENDER  FEMALE  MALE

CITIZENSHIP \_\_\_\_\_

**RACIAL/ETHNIC BACKGROUND**

1. WHAT IS YOUR ETHNICITY:

- HISPANIC OR LATINO  
 NOT HISPANIC OR LATINO

2. IF NOT HISPANIC OR LATINO, WHAT IS YOUR RACE:

- AMERICAN INDIAN OR ALASKA NATIVE  ASIAN  
 BLACK OR AFRICAN AMERICAN  CAUCASIAN  
 NATIVE HAWAIIAN OR OTHER PACIFIC ISLANDER

HOW DID YOU FIND OUT ABOUT THIS JOB? \_\_\_\_\_

MARITAL STATUS  DIVORCED  DOMESTIC PARTNER  MARRIED  
 SEPARATED  SINGLE  WIDOWED

SPOUSE/PARTNER NAME \_\_\_\_\_  
LAST FIRST MIDDLE

TELEPHONE (AREA CODE) \_\_\_\_\_

**EMERGENCY CONTACT INFORMATION**

NAME \_\_\_\_\_

TELEPHONE (AREA CODE) \_\_\_\_\_

RELATIONSHIP \_\_\_\_\_