



718 FM 1626 West • Building 100 • Austin, Texas 78748 • T) 512.358.8887 • F) 512.358.8890

INVITATION TO SELF-IDENTIFY

An Equal Opportunity Employer

Invitation to self-identify for preferential hiring and retention as well as voluntary inclusion in the Affirmative Action Program.

It is the policy of Professional Contract Services, Inc. (PCSI) to actively recruit, select and employ qualified individuals with disabilities. The Company is a government contractor subject to Section 503 of the Rehabilitation Act of 1973.

In accordance with these laws, the Company has developed policies and procedures as well as affirmative action programs to employ and advance in employment qualified individuals with disabilities. The Company will, where appropriate, consider reasonable accommodations for qualified individuals with disabilities. All applicants must complete the sections below. Appropriate definitions of these terms are provided below for your convenience.

If you are an individual with a disability, you must provide official and signed documentation from a licensed provider (primary physician, state rehabilitation agency or other licensed provider) stating your disability diagnosis and prognosis. You may provide documentation of barriers to employment or tell us about (1) any special methods, skills, and procedures which qualify you for positions within the Company so that you can be considered for any positions of that kind, and (2) the reasonable accommodations which we could make which would enable you to perform the job properly and safely, including special equipment or other accommodations.

The information provided will be kept in strict confidence in accordance with the American with Disabilities Act pursuant to other applicable federal and state laws.

Please check the appropriate box(es) and provide your name in order to be identified as:

- A Non-disabled Individual:** PCSI programs are specifically intended to hire and/or train individuals with a disability. Individuals with documented disabilities and employment barriers receive preferential hiring and retention over individuals without disabilities or individuals with disabilities but with no employment barrier.
- An Individual with a Disability:** A person who has a severe physical or mental impairment (a residual, limiting condition resulting from an injury, disease, or congenital defect) which so limits the person's functional capabilities (mobility, communication, self-care, self-direction, work tolerance or work skills) that the individual is unable to engage in normal competitive employment over an extended period of time. "Competitive employment" refers to employment to which an individual obtains and holds a job independent of any support for an extended period of time.
- A Special Disabled Veteran:** A "special disabled veteran" is defined to be a veteran who is entitled to disability compensation under laws administered by the Veterans Administration for a disability (i) rated at 30 percent or more, (ii) rated at 10 or 20 percent in the case of a veteran who has been determined under section 1506 to have a serious employment disability or a person who was discharged or released from active duty because of a service-oriented disability.

Name: _____

Office Location/Department: _____

SS#: _____ Date: _____

Professional Contract Services, Inc. (PCSI) employees are considered for all positions. During employment, all employees are treated equally without regard to race, color, creed, national origin, religion, age, sex. Preferential treatment may be considered to qualified individuals and disabilities or veteran status. As an employer/government contractor, we comply with government regulations and Affirmative Action responsibilities. Government agencies require periodic reports on the sex and ethnicity of applicants. This data is used for analysis and affirmative action only. Submission of information is voluntary but the employee and PCSI reserves to the right to substitute information based on visual inspection if you elect not to complete the information.

<input type="checkbox"/> Male	<input type="checkbox"/> Female			
<input type="checkbox"/> White/Caucasian	<input type="checkbox"/> African American	<input type="checkbox"/> Hispanic	<input type="checkbox"/> American Indian	<input type="checkbox"/> Asian/Pacific