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**Policy: 2019013**

**Date in Effect: 04/01/2005**

**Latest Revision: 08/05/2019**

## **POLICY – EQUAL EMPLOYMENT OPPORTUNITY**

It is the policy of the City of Findlay to commit its resources and efforts to providing equal employment opportunity for every employee, applicant for employment, and candidate for employment. The City of Findlay administration hereby endorses an Equal Employment Opportunity Policy and Pledges to follow it in implementing all employment practices, policies, and procedures.

### **COMMITMENT TO EEO POLICY; PROCEDURES TO IMPLEMENT IT**

- A. The City of Findlay will recruit, hire, train, and promote in all job classifications without regard to race, color, religion, age (except where age is a bona fide occupational qualification [BFOQ]), sex, marital status, gender (including pregnancy, childbirth, breastfeeding or related medical conditions), sexual orientation, gender identity, gender expression, genetic information, national origin, ancestry, citizenship, military, veteran status, medical condition, and disability (except in cases in which the disability prevents the applicant or candidate from being able to perform the essential functions of the job or job classification, and cannot reasonably be accommodated in full compliance with applicable federal statutes)
- B. The City of Findlay will make every employment-related decision in a manner which furthers the principles of equal employment opportunity.
- C. The City will ensure that promotion decisions comport with principles of equal employment opportunity by imposing only valid and nondiscriminatory requirements for promotional opportunities; and in the case of any promotion which is governed by applicable collective bargaining agreements or Rules of the Civil Service Commission, the City will enter agreements to ensure that bargaining-based and Civil-Service-governed selection and promotion processes advocate principles of equal employment opportunity.
- D. The City will ensure that all human resources decisions and actions, including but not limited to compensation, benefits, transfers, promotions, layoffs, returns from layoff, discipline, terminations, training, and social and recreational programs, will be administered without regard to race, color, religion, age (except where age is a bona fide occupational qualification [BFOQ]), sex, marital status, gender (including pregnancy, childbirth, breastfeeding or related medical conditions) sexual orientation, gender identity, gender expression, genetic information, national origin, ancestry, citizenship, military, veteran status, medical condition, and disability (except in cases in which the disability prevents the applicant or candidate from being able to perform the essential functions of the job or job classification, and cannot reasonably be accommodated in full compliance with applicable federal statutes)



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## EMPLOYEE COMPLIANCE

Every employee of the City of Findlay is expected to comply with our Equal Employment Opportunity Policy. Department Heads and Supervisors are expected to cooperate fully in meeting the City's equal employment opportunity objectives and to foster work environments which are welcoming of all persons. Department Heads and Supervisors will be evaluated in the regard as part of their annual performance evaluations.

Director of Law Review

A handwritten signature in blue ink, appearing to be 'J. H. ...', written over a horizontal line.

Human Resources Director

A handwritten signature in blue ink, appearing to be 'Conceded Esosa', written over a horizontal line.

Mayor

A handwritten signature in blue ink, 'Christina M. Murray', written over a horizontal line.