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Employment application forms are full of landmines for employers. It may be time for you to consider the application form for your company and make some changes. Application forms are common forms used for all applicants for employment in your company. This article addresses issues and information that may or may not be included in the employment application form. Many people in the U.S. have been legally identified as protected from employment discrimination. In other words, you can't discriminate against anyone on the basis of: RaceColor (skin/complexion)ReligionSex (including pregnancy, National Origin (nationality/part of the world/accent, etc.) Age (40 years and older)DisabilityGenetic information (including family medical history) Military Service Criminal Citizenship Equal Employment Opportunity Act (especially Title VII of the Civil Rights Act 1964) distinguish between two types of discrimination: Disparate treatment of intentional discrimination. You cannot treat some applicants differently than others. The disparate impact is more difficult to detect because it prohibits employers from taking seemingly neutral actions that have the effect of disproportionate exclusion of persons on the basis of their protected status. it's the impact of these issues. You can ask what seems like a legitimate issue, but it can have a greater impact on the protected class than on others. For example, it is better to ask the question: Do you have a disability? Can you do all the tasks necessary to do this work? Laugh any questions about height, weight, hair color or eye color because they indicate race or ethnicity. Gender: The questions should not be asked about it, ever. Age: If age is a factor for a particular job, you may want to ask if the person is over 18 (or 21). You may also ask: If hired, can you provide proof of age? Native language: You cannot ask whether English is their first language or their first language. Citizenship: You cannot ask whether the applicant is a U.S. citizen. You should check the right to work in the hiring process. Disparate impact: You can't ask questions that have different effects on women. For example, you can't ask if a person is pregnant, if he has children or childcare responsibilities, or their marital status. Unemployment: You can't ask if someone is unemployed. Your state may have laws governing your consideration of the status of the unemployed. Disability: You cannot ask if the applicant has a disability. You may ask whether the applicant needs a reasonable at the time of application or at work. Work. ask about a person's religion. You may ask if a person needs accommodation (special treatment) because of their religion. Arrest and Conviction Reports: The EEOC does not prohibit employers from requesting and using arrest or conviction records, but it wants to make sure that this information is not used in a discriminatory manner. Criminal cases may disproportionately exclude people of a particular race or national origin. You should be able to show that excluding someone because of a criminal record is work related and in accordance with business necessity. Include information about arrests and convictions in background checks for specific workplaces. Arrests and convictions are treated differently. Credit Reports: Don't ask about credit records. Applicants must specifically authorize these reports. A credit report can be included in the review if you need it for a specific job. If an employee is hired, he will have to include SSN in the W-4 form for tax purposes. Skills and skills: For example, you can ask about professional licenses, other languages spoken, and the use of computers, but only if they are necessary for a specific job in your company. Education: Ask only if this has to do with work. You can include education information in your application, but don't ask what year someone has finished (which may be age discrimination). Work history: You can ask about the position, title, responsibilities, skills, start and end dates, and the reason for leaving. But do not include the history of pay (disproportionate impact). You have to pay based on a specific wage rate for a particular job. Current address: You can ask for a current address if you need to contact the person by mail. Better yet, ask for an email address if this is how you usually contact applicants. Don't ask for previous addresses. You will need an item at the end of the application that requires applicants to know that all the facts are true and that they have left nothing important. This is where you get permission to test or verify your background. Get help from your lawyer in writing this section to make sure that this language is bulletproof. Make sure you review your company's employment application form. Ask yourself: Is this information really necessary? Could that information be considered discriminatory? Can I ask this question after a person is hired? Many immigration cases, including requests for green cards and spouse visas, require interviews with U.S. Citizenship and Immigration Services officials. How you handle the interview can determine whether you win or lose your case. Here are 10 tips Interview success: 1. Dress for the occasion. It is human nature that immigration officers will form an opinion of you as you look. You don't need to rent a tuxedo, but dress as if it's an important day in your life because it should be. Do not wear T-shirts, flip-flops, shorts or tight trousers. Dress conservatively and look as if you are ready for serious business. Go easy on perfume or cologne, too. There's no law that says you should dress as if you're going to church. But if you don't wear it to church, don't wear it to an immigration interview. 2. Do not create complications. Do not bring to the immigration center items that can compromise security or cause problems for guards with scanners at the door: pocket knives, pepper spray, bottles with liquids, large bags. 3. Appear on time. Arrive at the appointment early and ready to go. Punctuality shows that you care and that you value the officer's time. Start with a good start by being where you need to be when you need to be there. It is a good idea to arrive at least 20 minutes early. 4. Put your mobile phone away. This is not the day to take calls or scroll through Facebook. Some immigration buildings don't allow bringing cell phones in anyway. Don't annoy your immigration officer by having a cell phone ring during the interview. Turn it off. Wait for your lawyer. If you have hired an immigration lawyer to be there with you, wait until he or she arrives to start the interview. If an immigration officer wants you to do your interview before your lawyer arrives, politely decline. 6. Take a deep breath and rest assured that you have done your homework. You did your homework, didn't you? Preparation is the key to a successful interview. And training also helps reduce stress. If you need to bring forms or entries with you, make sure you have them and make sure you know what they are saying. Know your business better than anyone else. 7. Listen to the instructions and questions of the employee. An interview day can get tense and sometimes you can forget to do simple things like listening. If you don't understand the question, politely ask the officer to repeat it. Then thank the officer for repeating. Wrong time and think about your answer. 8. Bring an interpreter. If you need to bring an interpreter to help understand English, bring someone who is fluent and trustworthy to interpret for you. Don't let language be an obstacle to your success. 9.Be truthful and direct at all times. Don't give out answers or tell the officer what you think he wants to hear. Don't mess with the officer or try evasively. Don't make sarcastic remarks - about legally sensitive issues such as drug use, bigamy, criminal behavior or deportation. If you honestly don't know the answer to the question, he he much better to say you don't know than to be untruthful or defensive. If it is a case of a marriage visa and you are interviewed with your spouse, show that you are comfortable with each other. Get ready for questions that may be specific and somewhat intimate about each other. First of all, don't argue with your spouse. 10. Be yourself. USCIS employees are trained and have experience in identifying people who are trying to be deceptive. Stay true to yourself, be sincere and stay honest. It is believed that modern humans originate from the Rift Valley region of East Africa, as well as fossilized hominids, archaeologists have discovered Africa's oldest human settlement in Tanzania. From about the very first millennium AD, the region was inhabited by Bantu-speaking peoples who migrated from the west and north. The coastal port of Kilwa was founded around 800 AD by Arab merchants, and the Persians similarly settled Pemba and zanzibar. By 1200 AD, the distinctive mix of Arabs, Persians and Africans had become Swahili culture. Vasco da Gama sailed to the coast in 1498, and the coastal zone soon came under the control of the Portuguese. By the early 1700s, he had become the center of the Omani Arab slave trade. In the mid-1880s, the German Carl Peters began to explore the region, and by 1891 a colony of German East Africa was established. In 1890, after a campaign to end the slave trade in the region, Britain made zanzibar a protectorate. German East Africa was made a British mandate after World War I, and renamed Tanganyika. The Tanganyika African National Union, TANU, came together to oppose British rule in 1954 - they achieved internal self-government in 1958, and independence on December 9, 1961. The prime minister was the leader of the TANU, Julius Nyerere, and then, when the republic was proclaimed on December 9, 1962, he became president. Nijere introduced Ujamma, a form of African socialism based on cooperative agriculture. He gained independence on 10 December 1963 and merged with Tanganyika on 26 April 1964 to form the United Republic of Tanzania. During the reign of Nyerere, ChaMa Mapinduzi (Party of the Revolutionary State) was declared the only legal political party in Tanzania. Nyerere stepped down as president in 1985, and in 1992 the constitution was amended to allow multi-party democracy. Democracy.

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