



Equal Employment Opportunity

Why

Workforce Extensions provides equal employment opportunity to all qualified persons without discrimination or harassment. Workforce Extensions will make reasonable job accommodation for persons with disabilities who can perform the essential functions of the position for which they are qualified and selected. All employees are treated on their merits, without regard to matters listed below and or any other factors not applicable to the position.

The objective of Workforce Extensions Equal Employment Opportunity Policy is to improve business success by:

- attracting and retaining the best possible employees;
- providing a safe, respectful and flexible work environment; and
- delivering our services in a safe, respectful and reasonably flexible way

Details

Workforce Extensions will base all recruitment, selection and promotion decisions on the best-qualified and experienced candidate who can perform the occupational needs of the position.

Workforce Extensions provides equal opportunity in employment without discrimination or harassment based on a personal characteristic protected under the Equal Employment Opportunity legislation.

They include:

- age
- breastfeeding
- career status
- disability/impairment
- employment activity
- gender identity
- industrial activity
- lawful sexual activity
- marital status
- parental status
- physical features
- political activity/belief
- pregnancy
- race
- religious activity/belief
- sex
- sexual orientation
- personal association with someone having any of these characteristics

An open door policy for staff to raise any concerns that may affect the work environment, performance and satisfaction of employment is promoted. This has been clearly disclosed in the Grievance Policy and Procedure.

Best business practice will be adopted in the recruitment process and ongoing management of staff. Recognition of staff is based on merit and performance.