



NON-DISCRIMINATION IN EMPLOYMENT

The City of Providence will not unlawfully discriminate in hiring, training, transferring, compensating or providing employment benefits on the basis of Race, Color, Religion, National Origin, Gender, Gender Identity, Age, Veteran Status, Marital Status, Sexual Orientation, Genetic Information or Disability.

The City will not ask an applicant about the existence, nature or severity of a disability. Applicants may be asked about their ability to perform specific job functions. In certain preapproved circumstances, medical examinations or inquiries may be made but only after a conditional offer of employment is made and only if required of all applicants for the particular position.

Upon request, the City will make reasonable accommodations for the known physical or mental limitations of a qualified applicant or employee with a disability, unless the accommodation would cause an undue hardship on the operation of the City's business. If an applicant or an employee requests a reasonable accommodation and the individual's disability and need for the accommodation are not readily apparent or otherwise known, the City may ask the individual for information necessary to determine if the individual has a disability related to the need for the accommodation.

The City will make an individualized assessment of whether a qualified individual with a disability meets selection criteria for employment. To the extent the City's selection criteria have the effect of disqualifying an individual because of a disability, the criteria will be job-related and consistent with business necessity.

Employee medical records and personnel files are confidential. The City Human Resources Department maintains employee's medical records separate from personnel files.

The Equal Employment Opportunity Officer is designated to address inquiries regarding the City's non-discrimination policies. All inquiries and/or suspected violations of this policy should be directed to:

Olayinka Y. Oredugba, EEO Officer
Human Resources Department
25 Dorrance Street - Rm. 401
Providence, RI 02903
401-421-7740 Ext. 5250
401-273-9510 Fax
ooredugba@providenceri.gov