

# EMPLOYEE DATA CARD



**Harcum College**  
**750 Montgomery Ave.**  
**Bryn Mawr, PA 19010**

Name \_\_\_\_\_ Date of Hire \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Home Phone \_\_\_\_\_

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

In the event of an emergency, please contact:

Name \_\_\_\_\_ Relationship \_\_\_\_\_

Address \_\_\_\_\_

City/State/Zip \_\_\_\_\_ Phone \_\_\_\_\_

## ***Equal Employment Opportunity Data***

Sex:

- Male
- Female

Race:

- African-American
- American-Indian
- Asian
- Caucasian
- Hispanic
- Other: \_\_\_\_\_

Marital Status:

- Single
- Married
- Divorced
- Separated

Type of Work:

- Faculty
- Administrative
- Professional
- Office/Clerical
- Service

1) Are you a citizen of the US? \_\_\_\_\_

2) Do you have the legal right to remain permanently in the US? \_\_\_\_\_  
If "no", please list your Green Card number \_\_\_\_\_

## ***Physical and Medical Data***

Describe your general health:

- Excellent
- Good
- Average
- Fair
- Poor

Do you have any physical/mental conditions which may limit your ability to perform certain kinds of work? If so, please describe: \_\_\_\_\_

\_\_\_\_\_

