



City of Saratoga Springs Employee Handbook
Title: Equal Employment Opportunity
Date of Origin: June 6, 2005
Responsible Party: Human Resources Administrator
Review: Annual

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Policy:

The City of Saratoga Springs (City) is committed to the principles of equal opportunity in employment and a work environment that values workplace diversity and respect for all employees.

The City provides equal employment opportunity for all employees on the basis of qualification and merit. The City will comply with all applicable federal, state and local laws prohibiting discrimination in the workplace and will not discriminate against any employee based on any protected category including, but not limited to race, religion, national origin, age, disability, gender, sexual orientation, marital status, veteran status, or any other characteristic protected by law.

The City's commitment to equal employment opportunity extends to all job applicants and employees and applies to all aspects of employment including, but not limited to, recruitment, selection, hiring, placement, training, promotion, compensation, transfer, layoffs, benefits, and termination.

To the extent possible, the City will provide reasonable accommodation(s) to individuals with disabilities in the application, hiring, and employment process, in accordance with the Americans with Disabilities Act (ADA).

Procedure:

1. All City Departments shall abide by Federal and State Equal Employment Opportunity Laws.