



**MIAMI-DADE COUNTY, FLORIDA
DEPARTMENT OF PROCUREMENT MANAGEMENT
AFFIRMATIVE ACTION PLAN UNIT**

Statistical Workforce Analysis

Complete the following information for all full-time employees. Enter the appropriate figures on all lines and in all columns. Blank spaces will be considered as zeros.

Name of Firm:											<input type="checkbox"/> Corporate Office
Location:											<input type="checkbox"/> Miami Office
Contact Name:											
Telephone:		Facsimile:				E-mail:					
Job Categories	Racial/Ethnic Group Status										
	Total Number per Job Category	White		Black		Hispanic		Asian or Pacific Islander		American Indian or Alaskan Native	
		Male	Female	Male	Female	Male	Female	Male	Female	Male	Female
Officials and Managers											
Professionals											
Technicians											
Sales Workers											
Office and Clerical											
Craft Workers (skilled)											
Operatives (semi-skilled)											
Laborers (unskilled)											
Service Workers											
Total											

_____ **Affirmative Action Officer Name**

_____ **Signature**

_____ **Date**