

**DEPARTMENT OF JUVENILE JUSTICE
EQUAL EMPLOYMENT OPPORTUNITY
NON – DISCRIMINATION POLICY STATEMENT**

The Department of Juvenile Justice hereby reaffirms our commitment to equal employment opportunity for all employees and applicants without regard to an individual's race, color, sex, religion, national origin, age, disability, genetic information or marital status.

Equal protection against discrimination will be afforded to all in recruitment, hiring, and promotion at all job levels within the department. Other personnel matters (such as compensation, benefits, transfers, retention, discipline, career development, training, and social and recreational programs) will also be administered in accordance with equal employment opportunity requirements.

Employment practices will be administered in a nondiscriminatory manner for any qualified employee or applicant with a disability that can, with or without a reasonable accommodation, perform the essential functions of the job. Requests for accommodation may be made through the appropriate servicing personnel office or by contacting the Americans with Disabilities Act (ADA) Administrator, Bureau of Human Resources, Department of Juvenile Justice, 2737 Centerview Drive, Tallahassee, Florida 32399; phone number (850) 717-2654.

Because the department is committed to equal employment opportunity, any form of employment discrimination, including retaliation, is strictly prohibited. No employee may be subjected to retaliation as a result of filing a complaint, testifying, assisting, or participating in an investigation, proceeding, or hearing with regard to discrimination, or otherwise opposing any unlawful discriminatory practice prohibited by the department's policy and related state and federal laws.

It is the department's policy to investigate complaints of discrimination thoroughly and promptly. To the extent allowed by law, the department will keep complaints confidential. If an investigation confirms that unlawful discrimination has occurred, the department will take corrective action. Such action may include discipline up to and including dismissal.

An employee or candidate who believes she or he has been discriminated against or subjected to retaliation has the right to file a complaint. Complaints may be filed with the department's Equal Employment Opportunity (EEO) Officer at 2737 Centerview Drive, Tallahassee, Florida 32399; phone number (850) 717-2654. Complaints may also be filed with the Florida Commission on Human Relations or the U. S. Equal Employment Opportunity Commission.



Simone Marstiller
Secretary



Aldrin T. Sanders
EEO/AA Officer