

## **Applicants with disabilities**

### **Guaranteed Interview Scheme for people with disabilities**

The Equalities Act 2010 defines a disabled person as someone with: 'a physical or mental impairment which has a substantial and long-term adverse effect on his/her ability to carry out normal day to day activities'.

Wolverhampton City Council's Guaranteed Interview Scheme states that any job applicant who has a disability, and meets the essential criteria for a job, will be guaranteed an interview.

If you apply for a job with the Council, your application will be considered like all others, by measuring it against the criteria as set out in the personnel specification.

If it is decided that you do not meet the essential criteria, this decision will be confirmed with the Human Resources service.

If you are not being invited for interview, you will receive a letter explaining why you have not been shortlisted.

### **'Positive about Disabled People'**

Wolverhampton City Council is a holder of the Employment Service's disability symbol. This means we are committed to:

- interview all disabled applicants who meet the minimum criteria for the job and consider them on their abilities
- discuss at least annually with disabled employees how they can be developed
- make every effort when employees become disabled to retain them in employment
- ensure all employees develop appropriate levels of disability awareness to make the commitments work
- review the commitments annually and plan ways to improve on them