

# Equal Opportunity Policy



ZJ Mechanical Limited t/a ZJ Building Services recognises that, in society, various groups and individuals have been and continue to be discriminated against on certain grounds.

In working towards eliminating discrimination the company has adopted the following Equal Opportunities Policy.

Our company is committed to ensuring equality of opportunity in employment and a high level of service to all our customers.

The aim of our equal opportunity policy is to ensure that no applicant or employee receives less favourable treatment on the grounds of disability, sex, race, colour, ethnic or national origins, religious belief, marital status, having dependants, social class or trade union or political party activity.

All forms of harassment on the grounds listed above are totally unacceptable to our company in our role as employer. For further information please see our Bullying & Harassment Policy Statement.

Selection criteria and procedures are kept under review to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities.

Guidance is given to all employees to ensure that the Equalities Act 2010 is adhered too for recruitment, training and promotion. All employees are given equal opportunities to progress within the organisation.

New and existing employees will receive training in the skills required to carry out their duties for the company, records of all training will be kept. We ensure that equal opportunity and diversity is adhered to when training is provided to employees.

Our company is committed to a programme of action to make this policy fully effective.

Our company expects all its employees to comply with this policy and a clause to this effect will be included in the contract of employment for all employees.

The company fully subscribes to the provisions of the Human Rights convention and United Kingdom Human Rights Legislation.

We follow this policy to ensure that we meet our positive equality duties with the Equalities Act 2010.

<b>Signed</b>		<b>Position</b>	Managing Director
<b>Name</b>	Lewis Thurlwell	<b>Date</b>	18.12.2024