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City implements changes in hiring policies and practices to further goal of inclusion

Renton, WA: Starting this month, the city will implement a new hiring policy that furthers its goal of inclusion. By eliminating the possibility of unintentional or implicit bias during selection the new process expands opportunities and promotes greater diversity in hiring. Part of Renton's Inclusion Tactical Plan, the policy is fully supported by the City Council and administrators.

"The City of Renton is committed to inclusion and a workforce that reflects the city's population," said Mayor Denis Law. "By implementing these changes we improve our opportunities to evaluate candidates based on their qualifications and hire the most competent candidates."

The changes in hiring practices include:

- Using an equity lens to develop and edit job classifications and incorporate inclusion principles into job announcements and recruitment materials.
- Utilizing online application for department review without names or home addresses and other identifiable information of candidates during application screening phase.
- Using behavior-based and competency-based interview questions for hiring managers and interview panel members; expanding diversity in hiring panels and maintaining a database of panel members.
- Requiring orientation for internal and external interview panel members.
- Exploring designated internship opportunities with departments.
- Updating and expanding online resource tools for hiring managers.

The anonymous feature minimizes unintended bias during the initial part of the selection process, and will allow the hiring manager to focus on the skills, qualifications and experience of each application they review. To further protect the anonymity of the process, applicants will no longer be required to submit other attachments such as resumes or cover letters until selected for an interview.

A variety of tools will also be provided to hiring managers to view writing samples and other materials once the candidate enters the interview process. .

"The process of anonymous applications will open doors for potential applicants who have historically been screened out due to implicit bias...it will also open doors for the City of Renton by inviting those who are among the most qualified based solely on their listed credentials," said Ellen Bradley-Mak, Human Resources Administrator. "This is a monumental step forward

in our efforts to diversify our workforce. We are very excited to see the results of this new and somewhat unconventional approach to hiring."

For current job opportunities with the City of Renton visit <https://www.governmentjobs.com/careers/rentonwa>

About the City of Renton

The City of Renton, Washington, with a population of 101,300 (2016), is located on the southeast shore of Lake Washington, just south of Seattle. Renton's strong economic base, diverse marketplace and favorable business climate have attracted the attention of nationally recognized companies that are providing employees and their families an outstanding quality of life. Renton is the home of Boeing, PACCAR, IKEA, the Seattle Seahawks, and the eternal resting place of Jimi Hendrix. More information can be found on our website (rentonwa.gov), Facebook page ([CityofRenton](https://www.facebook.com/CityofRenton)) and Twitter ([@CityofRenton](https://twitter.com/CityofRenton)).

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