



THIS REPORT COVERS OCTOBER 1, 2016 THROUGH SEPTEMBER 30, 2017.

Total Number of Full-Time Vacancies Filled During This Period: 3

Total Number of People Interviewed For Full-Time Vacancies During This Period: 5

FULL-TIME POSITIONS FILLED

#	Position Title	Number Hired	Recruitment Source of Successful Applicant(s)	Recruitment Source(s) Used to Fill the Vacancy <i>Please see attached Recruitment Resource List for recruitment source contact information.</i>	Number of Interviewees Referred by Each Recruitment Source	Total Number Interviewed
1	Installer	1	Employee Referral	Daily Courier Rutherford Weekly Employment Security Commission Northland Communications Website Craigslis NC Works Rutherford County Chamber of Commerce Northland Communications Community Channel Employee Referral	0 0 0 0 0 0 0 0 1	1
2	Technical Services Representative	1	Indeed.com	Daily Courier Rutherford Weekly Employment Security Commission Northland Communications Website Craigslis NC Works Rutherford County Chamber of Commerce Northland Communications Community Channel Employee Referral Indeed.com* Internal Candidate	0 0 0 0 0 0 0 0 1 1 1	3



2017 EEO Public File Report
FOREST CITY – FCC EMPLOYMENT UNIT #5641

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3	Service Technician	1	Indeed.com	Daily Courier Rutherford Weekly Employment Security Commission Northland Communications Website Craigslist NC Works Rutherford County Chamber of Commerce Northland Communications Community Channel Indeed.com*	0 0 0 0 0 0 0 0 0 1	1

*Unverifiable recruitment resource. Applicant indicated this referral source, however it was not posted by Northland.

SUPPLEMENTAL OUTREACH INITIATIVES

1. Training Programs: a) NCD training program that enables unit personnel to acquire skills that could qualify them for higher level positions, b) Sales Certification Program that provides a means for Sales Associates to improve their product knowledge, customer service and sales skills and their earnings c) Education Assistance program that encourages employees to further job related skills and improve performance and d) Video training reviewed by employment unit management regarding prevention of discrimination and harassment.
2. Participation in Internet and other programs designed to promote outreach: Posting on Featured Employer on SCTE and WICT, Monster.com Diversity Banner and in the local newspaper and community channel and community channel regarding Equal Opportunity commitment and policies.

RECRUITMENT RESOURCE LIST

Name of Recruitment Source	Address	Contact Person	Telephone Number	Entitled to Notification [Yes/No]	Total Number of Interviewee Referrals
Employment Security Commission (ESC)	139 East Trade Street Forest City, NC 28043	T. Thomas	(828) 245-9841	No	0
Daily Courier Newspaper	601 Oak Street Forest City, NC 28043	Erica	(828) 245-6431	No	0
Rutherford Weekly	369 Butler Rd. Forest City, NC 28043	Nancy	(828) 248-1408	No	0
Craigslist	Greenville.craigslist.org	n/a	n/a	No	0
Northland Communications Website	101 Stewart St. Suite 700 Seattle, WA 98101	HR	(206) 621-1351	No	0
Northland Communications Community Channel	Northland Communications 1108 W. Main Street Forest City, NC 28043	P. Bolden	(828) 245-1633	No	0
NC Works	PO Box 25903 Raleigh, NC 27611 www.ncworks.gov	n/a	(919) 212-3849	No	0
Employee Referral	n/a	n/a	n/a	n/a	2
Rutherford Chamber of Commerce	162 North Main Street Rutherfordton, NC 28139 Rutherfordcoc.org	n/a	(828) 287-3090	n/a	0
Internal Candidate	n/a	n/a	n/a	n/a	1
Indeed.com*	n/a	n/a	n/a	n/a	2

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