



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

Total Number of Full-Time Vacancies Filled During This Period: 2

Total Number of People Interviewed For Full-Time Vacancies During This Period: 7

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	2	Walk-in Employee Referral	Texas Workforce Commission Baylor University Northland Communications Website Northland Community Channel Craigslis Texas University Heart of Texas Council of Governments Ebony Ladies Social Club Texas Business Women of Limestone County League of Individual Women Texas State Tech College Limestone County NAACP Navarro College McLennan County College Mexia Business & Professional Women Organization Mexia Daily News Groesbeck Journal Employee Referral Walk-in	0 0 1 0 2 4	7

*Unverifiable recruitment source, candidate 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 and Call Center Agents 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 local newspapers 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
Navarro College	901 Martin Luther King Way, Mexia, TX 3200 W 7 th Lane Corsicana, TX 75110		(903) 874-6501 (254) 562-3848	No	0
McLennan County College	1400 College Dr. Waco, TX 76708		(254) 299-8000	No	0
League of Individual Women	P.O. Box 285 Mexia, TX 76667	E. Busby	(254) 562-2033	No	0
Limestone County NAACP	P.O. Box 612 Mexia, TX 76667	E. Busby	(254) 562-5614	No	0
Ebony Ladies Social Club	408 E. Hopkins Mexia, TX 76667			No	0
Texas State Technical College	3801 Campus Drive Waco, TX 76705	C. Gayeske	(254) 867-4844	No	0
Baylor University	1201 S. 9 th Waco, TX 76798	Dr. J. Hardick	(254) 710-1011	No	0
Heart of Texas Council of Governments	1514 S. New Rd Waco, TX 76711	M. McDow	(254) 756-7822	No	0



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Name of Recruitment Source	Address	Contact Person	Telephone Number	Entitled to Notification [Yes/No]	Total Number of Interviewee Referrals
Mexia Business & Professional Women Organization	1304 Tamarisk Mexia, TX 76667			No	0
Mexia Daily News	P.O. Box 431 Mexia, TX 76667	L. Copley	(254) 532-2862	No	0
Northland Communications Website	101 Stewart St., Suite 700 Seattle, WA 98101 www.yournorthland.com	HR	(206) 621-1351	No	1
Groesbeck Journal	PO Box 440 Groesbeck, TX 76642		(254) 729-5103	No	0
Northland Community Channel	1500 N. Beaton Corsicana, TX 75110	V. Wallace	(903) 872-3131	No	0
Texas Workforce Commission	720 N Beaton St. Corsicana, TX 75110 www.workintexas.com	C. White	(903) 874-8276	No	0
Texas University	1 University Station Austin, TX 78712	Career Services	(512) 471-1217	No	0
Craigslist	waco.craigslist.org	n/a	n/a	No	0
Texas Business Women of Limestone County	PO Box 70 Round Rock, TX 78680			No	0
Walk-in	n/a	n/a	n/a	n/a	4
Employee Referral	n/a	n/a	n/a	n/a	2

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