



2014 EEO Public File Report
FOREST CITY – FCC EMPLOYMENT UNIT #5641

THIS REPORT COVERS OCTOBER 1, 2013 THROUGH SEPTEMBER 30, 2014.

Total Number of Full-Time Vacancies Filled During This Period: 5

Total Number of People Interviewed For Full-Time Vacancies During This Period: 13

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	Walk-in	Daily Courier Newspaper Rutherford Weekly Walk-in Employment Security Commission	0 0 1 0	1
2	Business Solutions Account Associate	1	Internal Promotion	n/a	n/a	n/a
3	Installer	2	1. Walk-in 2. Referral	Daily Courier Newspaper Rutherford Weekly Walk-in Employment Security Commission Referral	1 0 3 0 1	5
4	Sales Manager	1	Craigslist	Daily Courier Newspaper Rutherford Weekly NC Works Employee Referral Unknown Craigslist Northland Website	1 0 0 1 1 3 1	7

SUPPLEMENTAL OUTREACH INITIATIVES

1. Training Programs: a) NOTC 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 and 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: Positing on Featured Employer on WICT and NAMIC, Monster.com and local newspapers/local origination 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	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	2
Rutherford Weekly	369 Butler Rd. Forest City, NC 28043	Nancy	(828) 248-1408	No	0
Craigslist	Greenville.craigslist.org	n/a	n/a	No	3
Northland Communications Website	101 Stewart St. Suite 700 Seattle, WA 98101	HR	(206) 621-1351	No	1
NC Works	PO Box 25903 Raleigh, NC 27611	n/a	(919) 212-3849	No	1
Employee Referral	n/a	n/a	n/a	n/a	4
Walk-in	n/a	n/a	n/a	n/a	0
Referral	n/a	n/a	n/a	n/a	1
Unknown	n/a	n/a	n/a	n/a	1