



2016 EEO Public File Report
FOREST CITY – FCC EMPLOYMENT UNIT #5641

THIS REPORT COVERS OCTOBER 1, 2015 THROUGH SEPTEMBER 30, 2016.

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

Total Number of People Interviewed For Full-Time Vacancies During This Period: 8

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 Rutherford Weekly Employment Security Commission Northland Communications Website Craigslis NC Works Northland Community Channel Indeed* Walk-in Employee Referral	0 0 0 0 0 0 0 4 2 1	7
2	Installer	1	Referral	Daily Courier Rutherford Weekly Employment Security Commission Northland Communications Website Craigslis NC Works Rutherford County Chamber of Commerce Northland Community Channel Referral	0 0 0 0 0 0 0 0 1	1
3	Customer Service Manager	1	Internal Promotion	Internal Promotion	n/a	n/a

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

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: Posting on Featured Employer on Monster.com Diversity Banner and in local newspaper regarding Equal Opportunity commitment and policies.

3. Participation in other activities reasonably calculated by the unit to further the goal of disseminating information as to employment opportunities in multichannel video programming communications to job candidates who might otherwise be unaware of such opportunities: Participation in opening of new staffing company, Axxess Staffing, designed to promote outreach for future employment.

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	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



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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	1
Rutherford Chamber of Commerce	162 North Main Street Rutherfordton, NC 28139 Rutherfordcoc.org	n/a	(828) 287-3090	n/a	0
Walk-in	n/a	n/a	n/a	n/a	2
Referral	n/a	n/a	n/a	n/a	1
Indeed.com*	n/a	n/a	n/a	n/a	4

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