



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

**Total Number of Full-Time Vacancies Filled During This Period: 1**

**Total Number of People Interviewed For Full-Time Vacancies During This Period: 3**

#	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	Cal-Jobs /Siskiyou Training and Employment Program (STEP) Mt. Shasta Herald Northland Communications Website Employee Referral	0 0 0 3	3

**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.
2. Participation in Internet and other programs designed to promote outreach: Posting 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 Interviewe Referrals
Cal-Jobs /Siskiyou Training and Employment Program (STEP)	310 Boles St Weed, CA	H. Bulcroft	(530) 938-3231	No	0
Mt. Shasta Herald	924 N. Mt. Shasta Blvd. Mt. Shasta, CA 96067	Gwen	(530) 926-5214	No	0
Northland Communications Website	101 Stewart St., Suite 700 Seattle, WA 98101 <a href="http://www.yournorthland.com/careers">www.yournorthland.com/careers</a>	HR	(206) 621-1351	No	0
Employee Referral	n/a	n/a	n/a	n/a	3