



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

Total Number of Full-Time Vacancies Filled During This Period: 4

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	Northland Website	Stephenville Empire Tribune TSU-Career Service Center North Central Texas Workforce Center Dublin Citizen Newspaper Tarlton University Craigslisr.org Northland Communications Website Northland Community Channel	0 0 0 0 0 0 1 0	1
2	Installer	2	Employee Referral *Indeed.com	Stephenville Empire Tribune Dublin Citizen Newspaper TSU-Career Service Center Texas Workforce Center Tarlton University Craigslisr.org Northland Communications Website Northland Community Channel Employee Referral *Indeed.com KSTV Radio	0 0 0 1 0 0 0 0 1 2 0	4



3	Technical Services Representative	1	Texas Workforce Center	Stephenville Empire Tribune TSU-Career Service Center Texas Workforce Center Dublin Citizen Newspaper Tarleton University Craigslist Northland Communication Website Northland Community Channel KSTV Radio	0 1 2 0 0 0 0 0 0 0	3
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*Unverifiable recruitment source, candidate indicated this referral source, however, it was not posted by Northland

SUPPLEMENTAL RECRUITMENT 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, 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 newspapers regarding Equal Opportunity commitment and policies. Also sent out outreach letters to the following organizations: Texas Workforce Solutions, Stephenville Empire Tribune, KWBY Radio, Dublin Citizen Newspaper, Tarleton State University, and KSTV Radio/Villecom LLC.

RECRUITMENT RESOURCE LIST

Name of Recruitment Source	Address	Contact Person	Telephone Number	Entitled to Notification [Yes/No]	Total Number of Interviewee Referrals
Stephenville Empire Tribune	PO Box 958 Stephenville, TX 96401 classifieds@empiretribune.com	R. Stidham	(254) 965-3124	No	0
Texas State University (TSU) – Career Service	Box T – 0550 Stephenville TX	A. Nimmo	(254) 968-9078	No	1



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Name of Recruitment Source	Address	Contact Person	Telephone Number	Entitled to Notification [Yes/No]	Total Number of Interviewee Referrals
Center					
North Central Texas Workforce Center	2301 WSO Loop Stephenville, TX	D. Allen	(254) 965-7418	No	0
Texas Workforce Center	720 North Beaton St. Corsicana, TX 75110 www.workintexas.com	C. Coffman	(903) 874-8276	No	3
Dublin Citizen Newspaper	111 S. Patrick St. Dublin, TX 76446	M. McKinnon	(254) 445-2515	No	0
Craigslist.org	www.dallas.craigslist.org			No	0
Northland Communications Website	101 Stewart Street, Suite 700 Seattle, 98101 www.yournorthland.com/stephenville	HR	(206) 621-1351	No	1
Northland Communications Community Channel	975 North Lillian Stephenville, TX 76401	K. Murphy	(254) 968-4189	No	0
Tarleton University	1333 W. Washington (PO BOX T-0001) Stephenville, TX 76402 bills@tarleton.com		(254) 968-9000	No	0
Employee Referral	N/A	N/A	N/A	N/A	1
KSTV Radio	3209 W Washington St, Stephenville, TX 76401	R. Elliott	(254) 698-2141	No	0
*Indeed	www.indeed.com			No	2

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