



**2018 EEO Public File Report**  
**MOSES LAKE – FCC EMPLOYMENT UNIT #2493**

*THIS REPORT COVERS OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018.*

**Total Number of Full-Time Vacancies Filled During This Period: 6**

**Total Number of People Interviewed For Full-Time Vacancies During This Period: 11**

**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	Dispatcher	1	*Indeed	Work Source Craigslis Big Bend Community College OIC of Washington Northland Communications Website Backpage.com *Indeed.com Walk – In	0 1 0 0 0 0 4 1	6
2	Service Technician	1	Referral	Work Source Craigslis Big Bend Community College OIC of Washington Northland Communications Website Backpage.com Referral	0 0 0 0 0 0 1	1
3	Service Technician	1	Referral	Work Source Craigslis Big Bend Community College OIC of Washington Northland Communications Website Grant County Journal Backpage.com Referral	0 0 0 0 0 0 0 1	1



**2018 EEO Public File Report**  
**MOSES LAKE – FCC EMPLOYMENT UNIT #2493**

#	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
4	Sales Associate	1	Referral	Work Source Craigslist Big Bend Community College OIC of Washington Northland Communications Website Grant County Journal Backpage.com Referral	0 0 0 0 0 0 0 1	1
5	Service Technician	1	Employee Referral	Work Source Big Bend Community College OIC of Washington Northland Communications Website Grant County Journal Indeed Google LinkedIn Glassdoor.com Ziprecruiter.com Employee Referral	0 0 0 0 0 0 0 0 0 1	1
6	Commercial Engineer	1	Internal Promotion	Internal Promotion	n/a	1

\*Unverifiable recruitment source. Applicant 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 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 SCTE and WICT and in local newspaper regarding Equal Opportunity commitment and policies. Sent outreach letters to local organizations as follows: Express Personnel Services, Total Employment and Management, Big Bend Community College, and Work Source.

**RECRUITMENT RESOURCE LIST**

<b>Name of Recruitment Source</b>	<b>Address</b>	<b>Contact Person</b>	<b>Telephone Number</b>	<b>Entitled to Notification [Yes/No]</b>	<b>Total Number of Interviewee Referrals</b>
Work Source	309 E 5 <sup>th</sup> Ave Moses Lake, WA 98837 <a href="https://fortress.wa.gov/esd/worksource/Employment.aspx">https://fortress.wa.gov/esd/worksource/Employment.aspx</a>	Eileen	(509) 766-2559	No	0
Big Bend Community College	7662 Chanute St. NE Moses Lake, WA 98837		(509) 762-2135	No	0
OIC of Washington	PO Box 1517 Moses Lake, WA 98837	Jody	(509) 764-8120	No	0
Craigslist	Moseslake.craigslist.org Spokane.craigslist.org	N/A	N/A	No	1
Northland Communications Website	101 Stewart St., Suite 700 Seattle, WA 98101 <a href="http://www.yournorthland.com/moses lake">www.yournorthland.com/moses lake</a>	HR	(206) 621-1351	No	0
Backpage.com	<a href="http://www.www.backpage.com">www.www.backpage.com</a>	N/A	N/A	No	0
Employee Referral	N/A	N/A	N/A	N/A	1



**2018 EEO Public File Report**  
**MOSES LAKE – FCC EMPLOYMENT UNIT #2493**

<b>Name of Recruitment Source</b>	<b>Address</b>	<b>Contact Person</b>	<b>Telephone Number</b>	<b>Entitled to Notification [Yes/No]</b>	<b>Total Number of Interviewee Referrals</b>
Referral	N/A	N/A	N/A	N/A	3
Walk-in	N/A	N/A	N/A	N/A	1
*Indeed	www.indeed.com	N/A	N/A	N/A	4
Internal Promotion	N/A	N/A	N/A	N/A	1

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