



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

**Total Number of Full-Time Vacancies Filled During This Period: 7**

**Total Number of People Interviewed For Full-Time Vacancies During This Period: 17**

**FULL-TIME POSITIONS FILLED**

| # | Position Title                   | Number Hired | Recruitment Source of Successful Applicant(s) | Recruitment Source(s) Used to Fill the Vacancy<br><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 | Sales Associate                  | 2            | Top Flight Staffing Referral                  | Northland Communications Website<br>Tri-County Tech<br>SC Works<br>Clemson University<br>Craigslist<br>The Journal<br>Walk-in<br>Top Flite Staffing Referral | 0<br>0<br>0<br>0<br>0<br>0<br>2<br>3<br>1                  | 6                        |
| 2 | CS Technician                    | 1            | Walk-in                                       | Northland Communications Website<br>Tri-County Tech<br>SC Works<br>Clemson University<br>Craigslist<br>The Journal<br>Walk-in<br>Northland Community Channel | 0<br>0<br>0<br>0<br>0<br>0<br>3<br>0                       | 3                        |
| 3 | Technical Service Representative | 2            | Indeed.com, Internal Candidate/Promotion      | Northland Communications Website<br>Tri-County Tech<br>SC Works<br>Clemson University<br>Craigslist<br>The Journal   | 0<br>0<br>0<br>0<br>0<br>0                                 | 4                        |



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|---|----------------|--------------|---|--|--|--------------------------|
|   |                |              |   | Internal Candidate<br>Indeed.com*  | 3<br>1   |                          |
| 4 | Installer      | 1            | Employee Referral                             | Northland Communications Website<br>Tri-County Tech<br>SC Works<br>Clemson University<br>Craigslist<br>The Journal<br>Employee Referral  | 0<br>0<br>0<br>0<br>0<br>0<br>1                            | 1                        |
| 5 | Installer      | 1            | Employee Referral                             | Northland Communications Website<br>Tri-County Tech<br>SC Works<br>Clemson University<br>Craigslist<br>Northland Community Channel<br>The Journal<br>Employee Referral<br>Steel Toe Staffing Agency<br>Walk-in | 0<br>0<br>0<br>0<br>0<br>0<br>0<br>1<br>1<br>1             | 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 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 local newspaper regarding Equal Opportunity commitment and policies.

**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> |
|---|--|-----------------------|-------------------------|--|--|
| Northland Community Channel                       | 615 N Pine Street<br>Seneca, SC  | G. Crain              | (864) 882-0002          | No                                       | 0  |
| Northland Communications Website                  | 101 Stewart St, Suite 700<br>Seattle, WA 98101<br><a href="http://www.yournorthland.com/careers">www.yournorthland.com/careers</a> | Human Resources       | (206) 621-1351          | No                                       | 0  |
| SC Works/ SC Department of Employment & Workforce | 11091 N. Radio Station Rd.<br>Seneca, SC 29678   | J. Carter             | (864) 882-5638          | No                                       | 0  |
| Seneca Journal                                    | 201 W North 1 <sup>st</sup> St.<br>PO Box 547<br>Seneca, SC 29679  | S. Lee                | (864) 882-2375          | No                                       | 0  |
| Tri-County Tech                                   | PO Box 1086<br>7900 Hwy 76<br>Pendleton, SC 29670  | HR Representative     | (864) 646-8361          | No                                       | 0  |
| Clemson University Job Link                       | Michelin Career Center<br>316 Hendrix Student Center<br>Box 344007<br>Clemson, SC 29634-4007                                       | L. Dunson             | (864) 656-2160          | No                                       | 0  |
| Craigslist  | <a href="http://greenville.craigslist.org">greenville.craigslist.org</a>   | n/a                   | n/a                     | No                                       | 0  |
| LinkedIn  | <a href="http://www.linkedin.com">www.linkedin.com</a>   | n/a                   | n/a                     | No                                       | 0  |
| Employee Referral                                 | n/a  | n/a                   | n/a                     | n/a                                      | 2  |
| Referral  | n/a  | n/a                   | n/a                     | n/a                                      | 1  |
| Walk-in   | n/a  | n/a                   | n/a                     | n/a                                      | 6  |
| Cable360  | <a href="http://Cable360.net">Cable360.net</a>   | n/a                   | n/a                     | n/a                                      | 0  |



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**SENECA, SC – FCC EMPLOYMENT UNIT #5637**

| <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> |
|-----------------------------------|--|-----------------------|-------------------------|--|--|
| Internal Candidate                | n/a  | n/a                   | n/a                     | n/a                                      | 3  |
| Top Flite Staffing                | 120 A Grace Dr.<br>Easley, SC 29640            |                       | (864) 520-8314          |  | 3  |
| Steel Toe Staffing Agency         | 5190 Calhoun Memorial Hwy,<br>Easley, SC 29640 |                       | (864) 442-6566          |  | 1  |
| Indeed                            | Indeed.com                                     |                       |                         |  | 1  |