

**EEO PUBLIC FILE REPORT**

**Shentel Unit # 12279 – Weston/Summersville, WV**

**Reporting Period: October 1, 2012 through September 30, 2013**

Total Number of Full-Time Vacancies Filled During This Period: 16

Total Number of People Interviewed for Full-Time Vacancies During This Period: 90

#	Position Title	Number Hired	Recruitment Source of Successful Applicant(s)	Recruitment Source(s) Used to Fill the Vacancy	Number of Interviews Referred by Each Recruitment Source	Total Number Interviewed
1	Direct Sales Rep	1	Current Customer	Shentel Website, Zip Recruiter, Civilian Jobs, Simply Local Weston, Workforce WV, Weston Democrat; CPEC Job Fair, Liberty Engineering Career Fair, EMU Career Fair, Glennville State Job Fair; Liberty School of Business Career Fair, WVU Career Fair, Putting Central PA Back to Work, Garret County Job Fair, Franklin County High School Career Fair, Blue Ridge CTC Career Fair, Yard Signs, Payment Center Posters	Indeed - 2; Simply Local Weston - 1; Workforce WV - 1; Current Customer - 1	5
2	Network Tech II	1	Employee Referral	Shentel Website, Zip Recruiter, Civilian Jobs, Workforce WV Yard Signs, Payment Center Posters	Current Customer – 1, Employee Referral – 3	4
3	Customer Service Rep	1	Indeed	Shentel Website, Zip Recruiter, Simply Local Weston, Workforce WV, Weston Democrat, Yard Signs, Payment Center Posters	Indeed - 2	2
4	Inventory Clerk	1	Workforce WV	Shentel Website, Simply Local Summersville; Workforce West Virginia; Zip Recruiter, Yard Signs, Payment Center Posters	Employee Referral -2; Workforce WV - 2; Indeed - 1	5
5	Inventory Clerk	1	Employee Referral	Shentel Website, Weston Democrat, Simply Local Weston, Workforce WV, Zip Recruiter; Indeed; CPEC Job Fair, Liberty Engineering Career Fair, EMU Career Fair, Glennville State Job Fair; Liberty School of Business Career Fair, WVU Job Fair; Shepherd University Career Fair, Putting Central PA Back to Work, Garret County Job Fair, Yard Signs, Payment Center Posters	Indeed - 4; Employee Referral - 3; Shentel Website - 1	8

**EEO PUBLIC FILE REPORT**

**Shentel Unit # 12279 – Weston/Summersville, WV**

**Reporting Period: October 1, 2012 through September 30, 2013**

#	Position Title	Number Hired	Recruitment Source of Successful Applicant(s)	Recruitment Source(s) Used to Fill the Vacancy	Number of Interviews Referred by Each Recruitment Source	Total Number Interviewed
6	Construction Technician	1	Indeed	Shentel Website, Simply Local Weston, Weston Democrat, Workforce WV, Indeed; Zip Recruiter, CPEC Job Fair, Liberty Engineering Career Fair, EMU Career Fair, Glenville State Job Fair; Liberty School of Business Career Fair, WVU Job Fair, Yard Signs, Payment Center Posters, Indeed	Current Employee- 2; Employee Referral - 1; Zip Recruiter - 1; Shentel Website - 1; Indeed - 1	6
7	Customer Service Rep	1	Simply Local Weston	Shentel Website, Simply Local Weston, Weston Democrat, Workforce WV, Indeed; Zip Recruiter, Franklin County High School Career Fair, Blue Ridge CTC Career Fair, Liberty Communications Career Fair, Jobs Expo, Bedford Area Chamber of Commerce Job Fair, Yard Signs, Payment Center Posters, Indeed	Indeed - 4; Employee Referral - 1; Simply Local Weston - 1	6
8	Inventory Clerk	1	Employee Referral	Shentel Website, Simply Local - Weston, Weston Democrat, Workforce WV, CPEC Job Fair, Liberty Engineering Career Fair, EMU Career Fair, Glenville State Job Fair; Liberty School of Business Career Fair, WVU Job Fair, Yard Signs, Payment Center Posters, Indeed	Indeed - 4; Employee Referral - 1; ; Shentel Website - 2	7
9	Dispatcher	1	Simply Local Weston	Shentel Website, Simply Local Weston, Workforce WV, Indeed; Zip Recruiter, Franklin County High School Career Fair, Blue Ridge CTC Career Fair, Liberty Communications Career Fair, Yard Signs, Payment Center Posters, Indeed	Indeed - 2; Employee Referral - 1; Simply Local Weston - 1	4
10	Dispatcher	1	Indeed	Shentel Website, Simply Local Weston, Weston Democrat; Indeed, Cumulus Job Fair, Yard Signs, Payment Center Posters, Indeed	Indeed - 4; Employee Referral - 1	5
11	Inventory Clerk	1	Indeed	Shentel Website, Simply Local- Weston; Weston Democrat, Yard Signs, Payment Center Posters, Indeed	Current Employee - 2; Indeed - 3; Employee Referral - 2	7
12	Customer Service Rep	1	Employee Referral	Shentel Website, Simply Local - Weston; Weston Democrat, Yard Signs, Payment Center Posters, Indeed	Indeed - 2; Weston Democrat- 1; Shentel Website - 1; Employee Referral - 1	5
13	Field Auditor	1	Simply Local Summersville	Shentel Website, Simply Local - Summersville, Yard Signs, Payment Center Posters, Indeed	Current Employee - 1; Current Customer -1; Indeed - 1; Shentel Website - 1; Simply Local Summersville - 1; Employee Referral - 1	6

## EEO PUBLIC FILE REPORT

Shentel Unit # 12279 – Weston/Summersville, WV

Reporting Period: October 1, 2012 through September 30, 2013

#	Position Title	Number Hired	Recruitment Source of Successful Applicant(s)	Recruitment Source(s) Used to Fill the Vacancy	Number of Interviews Referred by Each Recruitment Source	Total Number Interviewed
14	Customer Service Rep	1	Relative	Shentel Website; Simply Local - Weston; Weston Democrat, Yard Signs, Payment Center Posters, MCCC Expo and Job Fair at Virginia Tech, Indeed	Employee Referral -2; Indeed - 7; Relative - 1; Simply Local - Weston - 1	11
15	Customer Service Rep	1	Employee Referral	Shentel Website; Simply Local - Weston; Weston Democrat, Yard Signs, Payment Center Posters, MCCC Expo and Job Fair at Virginia Tech, Indeed	Indeed - 4; Employee Referral - 2; Zip Recruiter - 1	7
16	Customer Service Rep	1	Employee Referral	Shentel Website; Simply Local - Weston; Weston Democrat, Yard Signs, Payment Center Posters, MCCC Expo and Job Fair at Virginia Tech, Indeed	Indeed - 1; Employee Referral - 1	2

### Supplemental Recruitment Initiatives:

This unit executed the following Supplemental Recruitment Initiatives during this reporting period:

- Maintaining a tuition reimbursement program that allows employees to obtain qualifications that would allow them to advance to positions of greater responsibility.
- Establishing an internship program designed to assist members of the community in acquiring skills needed for MVPD employment.
- Participating in multiple job fairs with personnel who have substantial hiring responsibility.
- Participating in customer advisory meetings/dinners and Chamber of Commerce meetings to promote company and job openings.

## EEO PUBLIC FILE REPORT

Shentel Unit # 12279 – Weston/Summersville, WV

Reporting Period: October 1, 2012 through September 30, 2013

#	Name of Recruitment Source	Address	Contact Person	Telephone Number	Entitled to Notification	Total Number of Referrals	Number FT Hires
1	Shentel Website	Shentel	NA	Shentel	NO	6	0
2	Employee Referral	NA	NA	NA	NO	22	6
3	Current Employee	NA	NA	NA	NO	5	0
4	Current Customer	NA	NA	NA	NO	3	1
5	Relative	NA	NA	NA	NO	1	1
6	Indeed	177 Broad St, 6th Floor, Stamford CT 06901	NA	NA	NO	42	4
7	Yard Signs	Shentel Locations	Shentel Marketing	Shentel	NO	0	0
8	Payment Center Posters	Shentel Locations	Shentel Marketing	Shentel	NO	0	0
9	CPEC Job Fair	Radisson Hotel 1150 Camp Hill Bypass Camp Hill, PA 17011	Andrea Hoppenjans	717-215-1305	NO	0	0
10	Liberty Engineering Career Fair	1971 University Blvd Lynchburg, VA 24502	NA	434-582-2000	NO	0	0
11	EMU Career Fair	1200 Park Rd Harrisonburg, VA 22802	NA	540-432-4000	NO	0	0
12	Putting Central PA Back to Work	Best Western Premier Harrisburg, PA	Karen Richards	717-901-0724	NO	0	0
13	Garrett County Chamber of Commerce Career Fair	687 Mosser Rd. McHenry, MD 21541	NA	NA	NO	0	0
14	Franklin County High School Career Fair	700 Tanyard Rd Rocky Mount, VA 24151	NA	540-483-0221	NO	0	0
15	Blue Ridge CTC Career Fair	13650 Apple Harvest Dr Martinsburg, WV	NA	304-260-4380	NO	0	0
16	Liberty Communications Career Fair	1971 University Blvd Lynchburg, VA 24502	NA	434-582-2000	NO	0	0
17	Bedford Area Chamber of Commerce Career Fair	305 E Main St Bedford, VA 24523	NA	540-586-9401	NO	0	0
18	ZipRecruiter	1753 Third St Promenade, Suite 335, Santa Monica, CA 90401	NA	(877) 252-1602	NO	2	0
19	WVU Career Fair	PO Box 6008 Morgantown, WV 26506	NA	304-293-2221	NO	0	0
20	Glennville State College Career Fair	200 Hight St Glennville, WV 26351	NA	304-462-7361	NO	0	0
21	Shepherd University Career Fair	PO Box 3210 Shepherdstown, WV 25443	NA	304-876-5000	NO	0	0
22	Jobs Expo	17 Middletown Rd White Hall, WV 26554	Ginny Layton	304-368-9530	NO	0	0
23	Cumulus Job Fair	Park Inn, Mechanicsburg, PA 17050	Karen Richards	717-901-0724	NO	0	0

**EEO PUBLIC FILE REPORT****Shentel Unit # 12279 – Weston/Summersville, WV****Reporting Period: October 1, 2012 through September 30, 2013**

#	Name of Recruitment Source	Address	Contact Person	Telephone Number	Entitled to Notification	Total Number of Referrals	Number FT Hires
24	Liberty School of Business Career Fair	1971 University Blvd Lynchburg, VA 24502	NA	434-582-2000	NO	0	0
25	Civilian Jobs	1825 Barrett Lakes Blvd, Suite 300, Kennesaw, GA 30144	NA	(866) 801-4418	NO	0	0
26	Simply Local - Weston	Shentel Local Access Channel 3	Shentel - Robin Laird	540-984-5177	NO	4	2
27	Simply Local - Summersville	Shentel Local Access Channel 7	Shentel - Robin Laird	540-984-5181	NO	1	1
28	Workforce West Virginia	1321 Plaza East, Charleston, WV 25325	NA	(304) 558-0342	NO	3	1
29	Weston Democrat, Inc.	306 Main Ave, P.O. Box 968, Weston, WV 26452	NA	(304) 269-1600	NO	1	0
30	MCCC Expo and Job Fair at VT	870 Washington St Blacksburg, VA 24061	Debbie Wilson	540-231-6241	NO	0	0