

EEO PUBLIC FILE REPORT

Shentel Unit # 12278 – Covington, VA

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

Total Number of Full-Time Vacancies Filled During This Period: 2

Total Number of People Interviewed for Full-Time Vacancies During This Period: 7

#	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	Customer Service Rep	1	Employee Referral	Shentel Website, Zip Recruiter, Virginian Review, Virginia Workforce Connection, Yard Signs, Payment Center Posters, Career & Resource Fair, Liberty Career Fair, Indeed	Employee Referral - 2; Indeed - 2; Virginian Review- 1	5
2	Direct Sales Rep (Commercial)	1	Indeed	Shentel Website, Zip Recruiter, Virginian Review, Virginia Workforce Connection, Yard Signs, Payment Center Posters, Career & Resource Fair, Liberty Career Fair, Indeed	Indeed - 2	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.

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#	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	NA	0	0
2	Employee Referral	NA	NA	NA	NA	2	1
3	Indeed	177 Broad St, 6th Floor, Stamford CT 06901	NA	NA	NO	4	1
4	Yard Signs	Shentel Locations	Shentel Marketing	Shentel	NO	0	0
5	Payment Center Posters	Shentel Locations	Shentel Marketing	Shentel	NO	0	0
6	Virginia Workforce Connection	1111 E Main St, Suite 901, Richmond, VA 23219	NA	804-786-4718	NO	0	0
7	Liberty Career Fair	1971 University Blvd Lynchburg, VA 24502	NA	434-582-2000	NO	0	0
8	Career & Resource Job Fair	50 Claiborne Ave Rocky Mount, VA 24151	Kathy Hodges	540-483-0179	NO	0	0
9	ZipRecruiter	1753 Third St Promenade, Suite 335, Santa Monica, CA 90401	NA	(877) 252-1602	NO	0	0
10	Virginian Review	128 N. Maple Avenue Covington, Va. 24426	Donna	540-962-2121	NO	1	0