

**EEO PUBLIC FILE REPORT**

**Shentel Unit # 12281 – Rustburg, Radford, Bedford, Glade Hill, VA**

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

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

Total Number of People Interviewed for Full-Time Vacancies During This Period: 29

#	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	Field Auditor	1	Current Customer	Shentel Website, VA Workforce; Career & Resource Fair; Liberty Career Fair, Yard Signs, Payment Center Posters, Indeed	Employee Referral - 1; Shentel Website - 3; Current Customer - 1	5
2	Field Auditor	1	Employee Referral	Shentel Website, VA Workforce; Career & Resource Fair; Liberty Career Fair, Yard Signs, Payment Center Posters, Indeed	Employee Referral - 1; Shentel Website - 1	2
3	Construction Technician	1	Shentel Website	News & Advance, Monster; Workforce VA; Shentel Website, Indeed, Career & Resource Fair, Liberty Career Fair, Yard Signs, Payment Center Posters, Indeed	News and Advance - 1; Shentel Website 2	3
4	Supervisor, Tech Support	1	Indeed	News & Advance, Workforce VA, Liberty School of Business; Liberty Engineering Career Fair; EMU Career Fair, Indeed, CPEC Job Fair, Yard Signs, Payment Center Posters, Indeed	Indeed - 1; Shentel Website - 3	4
5	Field Auditor	1	Employee Referral	MCCC Expo & Career Fair; Liberty Communications Career Fair; Franklin County High School Career Fair; Bedford Area Chamber of Commerce Job Fair; Workforce VA; CVCC; Shentel Website, Blue Ridge CTC Career Fair, Putting Central PA Back to Work, Garrett County Chamber of Commerce Career Fair, Franklin County High School Career Fair, Yard Signs, Payment Center Posters, Indeed	Employee Referral - 1; Shentel Website - 2	3
6	Construction Technician	1	Shentel Website	Shentel Website, VA Workforce, MCCC Expo and Job Fair at Virginia Tech, Yard Signs, Payment Center Posters, Indeed	Shentel Website - 4	4

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7	Desktop Technician	1	Indeed	CVCC, Zip Recruiter, Shentel Website, Workforce VA, Indeed, LinkedIn, CPEC Job Fair, Liberty Engineering Career Fair, EMU Career Fair, Glenville State College Job Fair, Liberty School of Business, WVU Career Fair, Shepherd University Career Fair, Putting Central PA Back to Work, Garrett County Chamber of Commerce Career Fair, Franklin County High School Career Fair, Blue Ridge CTC Career Fair, Liberty Communications Career Fair, Jobs Expo, Bedford Area Chamber of Commerce Job Fair	Indeed - 8	8

**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	15	2
2	Employee Referral	NA	NA	NA	NA	3	2
3	Current Customer	NA	NA	NA	NA	1	1
4	Indeed	177 Broad St, 6th Floor, Stamford CT 06901	NA	NA	NO	9	2
5	Yard Signs	Shentel Locations	Shentel Marketing	Shentel	NO	0	0
6	Payment Center Posters	Shentel Locations	Shentel Marketing	Shentel	NO	0	0
7	Virginia Workforce Connection	1111 E Main St, Suite 901, Richmond, VA 23219	NA	804-786-4718	NO	0	0
8	CPEC Job Fair	Radisson Hotel 1150 Camp Hill Bypass Camp Hill, PA 17011	Andrea Hoppenjans	717-215-1305	NO	0	0
9	Liberty Engineering Career Fair	1971 University Blvd Lynchburg, VA 24502	NA	434-582-2000	NO	0	0
10	EMU Career Fair	1200 Park Rd Harrisonburg, VA 22802	NA	540-432-4000	NO	0	0
11	Putting Central PA Back to Work	Best Western Premier Harrisburg, PA	Karen Richards	717-901-0724	NO	0	0
12	Garrett County Chamber of Commerce Career Fair	687 Mosser Rd. McHenry, MD 21541	NA	NA	NO	0	0
13	Franklin County High School Career Fair	700 Tanyard Rd Rocky Mount, VA 24151	NA	540-483-0221	NO	0	0
14	Blue Ridge CTC Career Fair	13650 Apple Harvest Dr Martinsburg, WV	NA	304-260-4380	NO	0	0
15	Liberty Communications Career Fair	1971 University Blvd Lynchburg, VA 24502	NA	434-582-2000	NO	0	0
16	Bedford Area Chamber of Commerce Career Fair	305 E Main St Bedford, VA 24523	NA	540-586-9401	NO	0	0
17	MCCC Expo and Job Fair at VT	870 Washington St Blacksburg, VA 24061	Debbie Wilson	540-231-6241	NO	0	0
18	Liberty Career Fair	1971 University Blvd Lynchburg, VA 24502	NA	434-582-2000	NO	0	0
19	Central VA Community College	3506 Wards Rd., Lynchburg, VA 24502	NA	(434) 832-7600	NO	0	0
20	News and Advance	101 Wyndale Drive, Lynchburg, VA 24501	C White	434-385-5500	NO	1	0
21	Career & Resource Job Fair	50 Claiborne Ave Rocky Mount, VA 24151	Kathy Hodges	540-483-0179	NO	0	0
22	Monster	622 Third Avenue, 39th Floor, New York, NY 10017	NA	NA	NO	0	0

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23	LinkedIn	2029 Stierlin Ct, Mountain View, CA 94043	NA	NA	NO	0	0
24	ZipRecruiter	1753 Third St Promenade, Suite 335, Santa Monica, CA 90401	NA	(877) 252-1602	NO	0	0
25	Shepherd University Career Fair	PO Box 3210 Shepherdstown, WV 25443	NA	304-876-5000	NO	0	0
26	WVU Career Fair	PO Box 6008 Morgantown, WV 26506	NA	304-293-2221	NO	0	0
27	Liberty School of Business Career Fair	1971 University Blvd Lynchburg, VA 24502	NA	434-582-2000	NO	0	0
28	Glenville State College Career Fair	200 Hight St Glenville, WV 26351	NA	304-462-7361	NO	0	0
29	Jobs Expo	17 Middletown Rd White Hall, WV 26554	Ginny Layton	304-368-9530	NO	0	0