

**2016 FCC EEO Public File Report for Antietam Cable Television, Inc.
Washington County, MD
EEO Unit #**

This Report Covers October 1, 2015-September 30, 2016

Total Number of Full Time Vacancies Filled this Period: 11

Total Number of People Interviewed for Full Time Vacancies this Period: 34

Supplemental Recruitment Initiative:

This employment unit has more than 10 full time employees and is located in a metropolitan statistical area, as defined by the Office of Management and Budget, with a population greater than 250,000. Accordingly, it was required to complete two supplemental recruitment initiatives during this period. Pursuant to 47 C.F.R. § 76.75(b)(2)(xiv), this unit completed two training programs to management level personnel as methods of ensuring equal employment opportunity and preventing discrimination. On 9/29/2016, all of the employees of this unit, including managers, participated in an Anti-Harassment training program designed to prevent such discrimination. On 9/27/2016, the Human Resources Business Partner conducted EEO Training, Overview and Implementation of the Federal EEO Laws including Historical Background, to Supervisors/Managers.

Attachment A

All Recruitment Sources Contacted: Summary Sheet For Referral Sources For All Applicants During Period of 10-1-2012 through 9-30-2013

Recruitment Source	Address	Contact Person	Email Address	Telephone Number	Notice Required	Total interviewees Referred	
1 Wilson College	1015 Philadelphia Avenue, Chambersburg, PA 17201	Job Placement Office, Tammy Samuels	www.collegecentral.com/wilson	717-264-4141	YES	0	dwest502 Wilson1
2 Bowie State University	1400 Jericho Park, Bowie, MD 20715	Career Center, Rosetta Price	https://bowiestate-csm.symplicity.com/employers/	301-464-3000	YES	0	User ID: recruitment@schurz.com, password: hr1234
3 HCC Career Center	11400 Robinwood Drive Hagerstown, MD	Staff Member	http://www.collegecentral.com/CCNEngine/SEHome.cfm	PAID	YES	0	
4 Hood College Career Center	Frederick, Maryland 21701	Job Placement Office, Robert Galvin	https://hood-csm.symplicity.com/employers/index.php	301-696-3583 User ID: jhurt@schurz.com Password: hr1234	YES	0	ihurt@schurz.com hr1234
5 Thompson Institute	5650 Derry Street, Harrisburg, Pennsylvania 17111	Stephanie Ragland Career Services Dir.	http://harrisburg.kaplancareerinstitute.com/Pages/Career_Services.aspx	717-709-9400 215-612-6660	YES	0	
6 Western Maryland Consortium	P.O. Box 980, Hagerstown, MD 21741	Cathy Bergeman	http://www.westernmarylandconsortium.org/foremployers.htm	301-791-3076	YES	0	
7 WA County Commission on Aging	140 West Franklin Street, Hagerstown MD 21740	Elizabeth Church	http://www.wccoaging.org/ContactUs.aspx	301-790-0275	YES	0	
8 Gateway Ministries Church of God	P.O. Box 590, Williamsport MD 21795	Rev. Armando	http://www.gatewayfreshfire.org/about-us/contact-a-directions.html	301-582-4595 Email: gateway@gatewayfreshfire.org	NO	0	
9 Frederick County's One Stop Center	Fr. City Business & Empl. Center, 5349 Spectrum Dr. Ste A, Fred. MD 21703	Staff Member	businessinfo@frederickcountymd.gov	301-600-2255	NO	0	EMAIL OPENINGS
10 Cable 360 Website			http://jobs.cable360.net/c/index.cfm?site_id=1709	PAID	NO	0	login: nserra@myactv.net password: nnnnnn
11 Craig's List Web Site			www.craigslist.com		NO	0	
12 Linked-In			http://www.linkedin.com/		NO	0	
13 First Rehabilitation Resources	14502 Greenview Dr. Ste 360 Laurel, MD 20708	Richard Brady	RBrady@1strehab.com	301-824-3089	YES	0	EMAIL OPENINGS E-mail Invalid
14 CASA, Inc.	116 W. Baltimore Street, Hagerstown, Maryland 21740	Marti Dako-Putman	casa4@myactv.net	301-739-4890	YES	0	EMAIL OPENINGS
15 Kaplan University	18618 Crestwood Drive, Hagerstown, MD 21740	Ms. Heather Gessford	hguessford@kaplan.edu	301-739-2670	YES	0	EMAIL OPENINGS
16 West Virginia Job Service	891 Auto Parts Place Ste 1314, Martinsburg, WV 25403	Lee Conlon	lee.r.conlon@wv.gov	304-267-0030	YES	0	EMAIL OPENINGS
17 Maryland Job Service (DLLR)	14 N. Potomac St., Suite 100, Hagerstown, Md 21740	Cinda Quail	https://mwejobs.maryland.gov; hagerstown@dllr.state.md.us; cquail@dllr.state.md.us; bsaxman@dllr.state.md.us Login MJHURT password 100%Hrsp	301-393-8215	YES	0	EMAIL OPENINGS
18 Washington County Technical High School	50 W. Oak Ridge Drive, Hagerstown, MD 21740		LongDav@wcps.k12.md.us	301-768050	YES	0	EMAIL OPENINGS
19 Zion Baptist Church	61 West Bethel Church, Hagerstown, MD 21740	Rev. Rickey Smith	info@zbc61.org	301-739-5616	YES	0	EMAIL OPENINGS
20 Herald-Mail Newspaper	100 Summit Avenue, Hagerstown, MD 21740	Classified Ads	jconnelly@schurz.com	301-733-6900	NO	0	EMAIL OPENINGS
21 Morgan State University	Cole Spring & Hillen Road, Baltimore, MD 21239	Job Placement Office	careers@morgan.edu	443-885-3333	NO	0	EMAIL OPENINGS
22 Penn St. Mont Alto Campus Career Service Ctr	1 Campus Drive, Mont Alto, PA 17237	Claire Tauriello	careerservices@ma.psu.edu	717-749-6104	NO	0	EMAIL OPENINGS
23 Coppin State College	2500 W. North Avenue, Baltimore, MD 21216	Job Placement Office	CareerServices@coppin.edu or fax: (410) 951-3920	410-383-5400	NO	0	EMAIL OPENINGS
24 Martin Luther King Center	131 W. North Street, Hagerstown, MD 21740	Carolyn Brooks	No email address	301-739-3290	NO	0	
25 El Olivo Market	1423 Dual Highway, Hagerstown, MD 21740	General Job Board Posting	No email address		NO	0	
26 Yeska's Mini Market	13712 Pennsylvania Avenue, Hagerstown, MD 21742	General Job Board Posting	No email address	301-791-0761	NO	0	
27 SCI Facebook			www.facebook.com	radkins@schurz.com	Schurzsocial		
28 SCI Twitter			www.twitter.com	schurzjobs	schurz574		
29 Hagerstown Community College	11400 Robinwood Drive	Staff Member	http://www.collegecentral.com/hagerstown/	dwest502	hawks		
30 Indeed							
31 Career Builder							

Job Title	Hired	Specifically what source
Technical-Dispatcher	9/15/2015	Current employee
ISP - Tech Support	11/13/2015	Antietam Cable Website
Traffic Assistant	11/2/2015	Employee / Former Employee Referral
ISP - Tech Support	12/29/2015	Antietam Cable Website
Marketing - Marketing Asst.	4/18/2016	indeed.com
ADM - Director of Bus Develop	5/10/2016	Employee / Former Employee Referral
Admin - Customer Sales & Servi	7/28/2016	Employee / Former Employee Referral
Admin - Customer Sales & Servi	7/21/2016	Schurz Communications, Inc. Website
Tech Support Supervisor	8/26/2016	Current employee
Advertising - Account Executiv	8/17/2016	Employee / Former Employee Referral

Specifically what source	# of Interviews
Career Builder	3
Antietam Cable Website	5
indeed.com	18
Schurz Communications, Inc. Website	5
LinkedIn	3
Other Job Board/Website (Not Listed)	1
Employee / Former Employee Referral	8
Current Employee	4