

Note that multiple functional groups may comprise this employment unit. The individual reports for each group in combination comprise the complete public file report for this employment unit.

2016 FCC EEO Public File Report for Charter Communications 12397 - CM Portage Cnty MI

This Report Covers September 1, 2015 through August 31, 2016

Total Number of Full-Time Vacancies Filled During This Period: 4
Total Number of Candidates Interviewed For Full-Time Vacancies During This Period: 23

Please see attached the Recruitment Source List that includes recruitment source contact information.

FULL-TIME VACANCIES FILLED

State MI
FCC Unit 12397 - CM Portage Cnty MI

Req #	Job Title	Source	Number	
			Interviewees Referred	Hired
1506240	Account Executive	CableFax	0	0
		Glassdoor	0	0
		LinkedIn	2	0
		RecruitMilitary	0	0
		Charter.com	0	0
		Direct Employers	0	0
		Referral*	2	0
		Charter TV Ad	1	0
		Indeed.com*	4	1
		Multi-Channel News	0	0
		Hispanic Center of Western Michigan	0	0
		Central Michigan University	0	0
		Hillsdale College	0	0
		Western Michigan University	0	0
		Kalamazoo College	0	0
		Michigan State University	0	0
Southwestern Illinois College 11th Annual Veterans Hiring Even	0	0		
1506240 Total			9	1
1602525	Account Executive	CableFax	0	0
		Glassdoor	0	0
		LinkedIn	1	0

1602525	Account Executive	RecruitMilitary	0	0
		Charter.com	1	1
		Direct Employers	0	0
		Multi-Channel News	0	0
		Hispanic Center of Western Michigan	0	0
		Western Michigan University	0	0
		Kalamazoo College	0	0
		Michigan State University	0	0
		Hero2Hired Mega Hiring Event	0	0
1602525 Total			2	1
1504868	Assoc Media Research Analyst	CableFax	0	0
		Glassdoor	0	0
		LinkedIn	0	0
		RecruitMilitary	0	0
		Internal	2	1
		Charter.com	0	0
		Direct Employers	0	0
		Indeed.com*	1	0
		Multi-Channel News	0	0
		Hispanic Center of Western Michigan	0	0
		Western Michigan University	0	0
		Kalamazoo College	0	0
		Michigan State University	0	0
		Southwestern Illinois College 11th Annual Veterans Hiring Even	0	0
		Monster.com*	1	0
		University of Wisconsin-BuckyNet	1	0
		Baker College	0	0
		Eastern Michigan University	0	0
		Grand Valley State University	0	0
		Hope College	0	0
		Urban League of Madison	0	0
		Edgewood College	0	0
		Wisconsin Private Colleges Career Consortium	0	0
1504868 Total			5	1
1601963	Mgr, Local Sales I	CableFax	0	0
		Glassdoor	1	0
		LinkedIn	2	1
		RecruitMilitary	0	0
		Internal	1	0
		Charter.com	1	0
		Direct Employers	0	0
		Referral*	1	0
		Multi-Channel News	0	0
		Hispanic Center of Western Michigan	0	0

1601963	Mgr, Local Sales I	Western Michigan University	0	0
		Michigan State University	0	0
		Hero2Hired Mega Hiring Event	0	0
		Eastern Michigan University	0	0
		Beyond.com*	1	0
		Ferris State University	0	0
		The University of Michigan	0	0
		Southeast Missouri State University Spring Career Fair	0	0
		Ranken Technical College Job Fair	0	0
		The University of Alabama Career Fair	0	0
1601963 Total			7	1
Grand Total			23	4

RECRUITMENT SOURCE LIST

Name of Recruitment Source	Street Address	City, State, Zip	Contact Person	Telephone Number	Entitled to Notification?	Total Number of Referrals
Direct Employers	9002 N. Purdue Rd., Ste. 100	Indianapolis, IN 42628	directemployers.org	317-874-9000	No	0
Charter.com	12405 Powerscourt Dr.	St. Louis, MO 63131	charter.com/careers	314-965-0555	No	2
RecruitMilitary	422 West Loveland Ave.	Loveland, OH 45140	recruitmilitary.com	513-683-5020	No	0
LinkedIn	2029 Stierlin Court	Mountain View, CA 94043	linkedin.com	312-650-7593	No	5
GlassDoor.com	100 Shoreline Highway, Building A	Mill Valley, CA 94941	glassdoor.com	415-275-7645	No	1
Referral*					No	3
Charter TV Ad					No	1
Indeed.com*					No	5
Internal					No	3
Monster.com*					No	1
University of Wisconsin-BuckyNet	975 University Ave.	Madison, WI 53706	Career Center	608-262-2550	No	1
Beyond.com*					No	1
CableFax			cablefax.com		No	0
Multi-Channel News			multichannel.com		No	0
Hispanic Center of Western Michigan	1204 Grandville Ave. SW	Grand Rapids, MI 49503	Deisy Madrigal		No	0
Central Michigan University	1200 S. Franklin St.	Mt. Pleasant, MI 48859	Diane Prenkert	988-774-3068	No	0
Hillsdale College	33 E. College St.	Hillsdale, MI 49242	Career Services	517-607-2457	No	0
Western Michigan University	1903 W. Michigan Ave.	Kalamazoo, MI 49008	Career Services		No	0
Kalamazoo College	1200 Academy St.	Kalamazoo, MI 49006	Career Services	269-337-7183	No	0
Michigan State University	220 Trowbridge Rd.	East Lansing, MI 48824	Career Services	517-355-1855	No	0
Southwestern Illinois College 11th Annual Veterans Hiring Event	2500 Carlyle Ave.	Belleville, IL 62221	Career Services		No	0
Hero2Hired Mega Hiring Event	16987 Riverdale Dr.	Chesterfield, MO 63005	Brandy Scheer	636-778-3449	No	0

Eastern Michigan University	200 McKenny Hall	Ypsilanti, MI 48197	Career Center	734-487-0400	No	0
Grand Valley State University	1 Campus Dr.	Allendale Charter Township, MI 49401	Career Center	616-331-3311	No	0
Hope College	100 E. 8th St.	Holland, MI 49423	Career Development Center	616-395-7950	No	0
Urban League of Madison	2222 S. Park St., Stuie 200	Madison, WI 53713	Mark Richardson	608-729-1265	No	0
Edgewood College	1000 Edgewood Dr.	Madison, WI 53711	Career Services	608-66-2281	No	0
Wisconsin Private Colleges Career Consortium			wipccc.org		No	0
The University of Michigan	515 E. Jefferson St.	Ann Arbor, MI 48109	Career Center	734-764-7460	No	0
Southeast Missouri State University Spring Career Fair	1 University Plaza	Cape Girardeau, MO 63701	Daniel Presson	573-651-2583	No	0
Ranken Technical College Job Fair	4431 Finney Ave.	St. Louis, MO 63113	Janie Summers	314-286-3665	No	0
The University of Alabama Career Fair	Box 870293	Tuscaloosa, AL 35487	Career Center	205-348-5848	No	0

* The sources marked with (*) in this report are sources that were identified by interviewees as referral sources, but that: (1) Charter did not use directly as a recruitment source; and/or (2) Interviewees were unable to identify more precisely. Many job boards and job banks pull Charter's job vacancies from its website and repost them independently via their own systems. Applicants, therefore, often learn about Charter's job vacancies from sources that Charter does not post with directly and cannot track.

Charter is a member of DirectEmployers Association. Through this nonprofit network, job vacancies for this unit are distributed to a wide array of recruitment sources, including, but not limited to, educational institutions, state workforce agencies and job bank(s), and organizations that distribute employment opportunities to women, minorities, the disabled, and veterans.

Supplemental Recruitment Initiatives:

#	Name	Date	Description
1	Tuition Reimbursement	Ongoing	Charter Communications has a tuition reimbursement program where employees can take college courses to enhance their skills to better prepare them for their current jobs and/or advanced positions.
2	Training Programs for All Employees	Ongoing	Charter Communications requires new employees complete training on the following topics: fostering mutual respect in the workplace, Charter's Code of Conduct, information security, privacy, records and information management, timekeeping, and performance management.
3	Training Programs for Management-Level Employees	Ongoing	Employees at the supervisor level and above can participate in a variety of training programs devised to assist with leadership development and policy administration skills. Offerings provided at various times during this plan year included Civil Treatment for Leaders, Communicating for Leadership Success, Coaching for Peak Performance, Interviewing and Selection, Planning and Delegation, and High Performing Teams. Charter also offers a robust training offering on an electronic learning platform. These electronic courses span a variety of topics, including communication, presentation, time management, managing change, project management, treating employees fairly, and software skills.
4	Lynda.com Training	Ongoing	Online courses for creative services staff to increase their knowledge and skills
5	PSS Training	10/28/2015	Sales training designed to increase sales executives knowledge of tactics
6	Spectrum Selling	8/24/2016	Sales training designed for sales staff on selling our products
7	Digital Sales Accelerator Training	Ongoing	Training designed to explore current digital landscape and digital sales
8	Southwestern Illinois College 11th Annual Veterans Hiring Event	11/4/2015	Career Fair
9	Southeast Missouri State University Spring Career Fair	2/25/2016	Career Fair
10	Ranken Technical College Job Fair	3/3/2016	Career Fair
11	The University of Alabama Career Fair	3/24/2016	Career Fair
12	Hero2Hired Mega Hiring Event	4/20/2016	Career Fair