

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 12512 - OPS Ottawa Cnty MI

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

Total Number of Full-Time Vacancies Filled During This Period: 16
Total Number of Candidates Interviewed For Full-Time Vacancies During This Period: 66

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

FULL-TIME VACANCIES FILLED

State MI
FCC Unit 12512 - OPS Ottawa Cnty MI

Req #	Job Title	Source	Number	
			Interviewees Referred	Hired
1504830	Broadband Installer	TV Ad	1	0
		Charter.com	5	0
		Direct Employers	0	0
		mlive	0	0
		Employee Referral*	2	1
		indeed.com	1	0
		Pure Michigan Talent Connect	1	0
1504830 Total			10	1
1504882	Field Auditor	Internal	1	1
		Direct Employers	0	0
1504882 Total			1	1
1505095	Leadership Trainer	LinkedIn	1	0
		Direct Employers	0	0
		indeed.com	3	1
		Monster.com	1	0
1505095 Total			5	1
1505826	Field Auditor	Internal	1	1
		Direct Employers	0	0
1505826 Total			1	1
1506220	Broadband Installer	Direct Employers	0	0
		mlive	1	0
		indeed.com	3	1

1506220 Total			4	1
1506425 Broadband Installer	Internal		1	1
	TV Ad		1	0
	Charter.com		7	2
	Direct Employers		0	0
	mlive		1	0
	Employee Referral*		4	0
	indeed.com		5	1
1506425 Total			19	4
1601044 Broadband Installer	Craig's List		1	0
	Charter.com		6	0
	Direct Employers		0	0
	mlive		0	0
	Employee Referral*		4	1
	indeed.com		2	1
1601044 Total			13	2
1603591 Broadband Installer	Charter.com		3	1
	Direct Employers		0	0
	mlive		1	0
	indeed.com		3	0
1603591 Total			7	1
1603972 VP, Regional Engineering	Charter.com		1	1
	Direct Employers		0	0
1603972 Total			1	1
1604344 Sr Dir, Regl HFC Engineering	Direct Employers		0	0
	Employee Referral*		1	0
1604344 Total			1	0
1605247 Executive Assistant	Charter.com		2	1
	Direct Employers		0	0
1605247 Total			2	1
1605269 Mgr, Regl Operation Analytics	Internal		1	1
	Direct Employers		0	0
1605269 Total			1	1
1605380 Temporary	Charter.com		1	1
	Direct Employers		0	0
1605380 Total			1	1
Grand Total			66	16

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	25
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	1
GlassDoor.com	100 Shoreline Highway, Building A	Mill Valley, CA 94941	glassdoor.com	415-275-7645	No	0
Craig's List	Craigslist.org				No	1
Employee Referral*					No	11
Indeed.com*			Website posting		No	17
Internal					No	4
mlive		Mlive Media Group	Mary Derade	800-886-5529	No	3
Monster.com*			Website posting		No	1
Pure Michigan Talent Connect*	www.mitalent.org	Michigan		888-285-9675	No	0
TV Ads		St Louis, MO 63131			No	2

* 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	Participation in at least two job fairs by unit personnel who have substantial responsibility in the making of hiring decisions.	Various	Charter Communications participated in multiple job fairs throughout the Michigan market. Those have included: Baker College Job Fair, Flint, MI; Baker College Job Fair, Muskegon; Jobs for Vets Job Fair, Traverse City, MI; Northwestern Michigan College Job Fair, Traverse City, MI; Veteran's Job Fair, Muskegon; Americans with Disabilities Act Celebration; Southwest Michigan Job Fair, Kalamazoo; Genesee County's CARD/Head Start Job Fair; SVSU 2016 Spring Employment Fair, Saginaw
5	Training & Career Progression for Technicians	Ongoing	The Charter Career Progression Program for Broadband/Maintenance Technicians that offers our technicians a well-defined opportunity for job and salary advancement. The program outlines a structured career path and provides an environment in which they are recognized for their craftsmanship and contributions to Charter's success. It also provides motivation, recognition and rewards for employees who consistently exceed our expectations. Additionally, the program will improve our ability to attract talent to Charter by providing those individuals with a competitive compensation structure and formal career path.

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
12512 - OPS Ottawa Cnty MI**

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

Total Number of Full-Time Vacancies Filled During This Period: 6
Total Number of Candidates Interviewed For Full-Time Vacancies During This Period: 29

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

FULL-TIME VACANCIES FILLED

State MI
FCC Unit 12512 - OPS Ottawa Cnty MI

Req #	Job Title	Source	Interviewees Referred	Number Hired
1505154	Project Mgr, StoresDevelopment	Charter.com	1	1
		Direct Employers	0	0
1505154 Total			1	1
1602753	Business Account Executive	Charter.com	1	1
		Direct Employers	0	0
		Referral*	1	0
1602753 Total			2	1
1604421	Business Account Executive	Indeed	1	0
		Charter.com	2	1
		Direct Employers	0	0
		Referral*	2	0
1604421 Total			5	1
1504621	Mgr, Store	Charter.com	1	0
		Direct Employers	0	0
1504621 Total			1	0
1503198	Store Associate	CareerBuilder.com	1	0
		Indeed	1	0
		Charter.com	10	2
		Direct Employers	0	0
1503198 Total			12	2
1507192	Sup, Store	Charter.com	5	1
		Direct Employers	0	0
1507192 Total			5	1
1504160	Sr Dir, Regional Stores	Indeed	1	0
		Charter.com	2	0
		Direct Employers	0	0
1504160 Total			3	0
Grand Total			29	6

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	22
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	0
GlassDoor.com	100 Shoreline Highway, Building A	Mill Valley, CA 94941	glassdoor.com	415-275-7645	No	0
CareerBuilder*						1
Indeed*						3
Employee Referral						3

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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	Career Progression for Store	Ongoing	The <i>Charter Store Career Progression Program</i> offers our Store Representatives a well-defined opportunity for job and salary advancement. Representatives will soon have a clear path for advancing to the newly created position of Store Specialist , and that path will be identical for every current Representative. The program outlines a structured career path for Store Representatives and provides an environment in which they are recognized for their contributions to Charter's success. It also provides motivation, recognition and rewards for employees who consistently exceed our expectations. Additionally, the program will improve our ability to attract top sales talent to Charter by providing those individuals with a competitive compensation structure and formal career path.

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2016 FCC EEO Public File Report for Charter Communications 12512 - OPS Ottawa Cnty MI

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

Total Number of Full-Time Vacancies Filled During This Period: 3
Total Number of Candidates Interviewed For Full-Time Vacancies During This Period: 4

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

FULL-TIME VACANCIES FILLED

State MI
FCC Unit 12512 - OPS Ottawa Cnty MI

Req #	Job Title	Source	Interviewees Referred	Number	
				Hired	
1506079	ISP Engineer I	Internal	1	1	
		Multichannel News	0	0	
		Charter.com	1	0	
		Direct Employers	0	0	
		Recruitmilitary.com	0	0	
		Cable Fax	0	0	
1506079 Total			2	1	
1506582	ISP Engineer I	Indeed	0	0	
		Internal	1	1	
		Multichannel News	0	0	
		Direct Employers	0	0	
		Recruitmilitary.com	0	0	
		Cable Fax	0	0	
1506582 Total			1	1	
1507046	ISP Engineer I	Multichannel News	0	0	
		Charter.com	1	1	
		Direct Employers	0	0	
		Recruitmilitary.com	0	0	
		Cable Fax	0	0	
1507046 Total			1	1	
Grand Total			4	3	

RECRUITMENT SOURCE LIST

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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	0
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	0
GlassDoor.com	100 Shoreline Highway, Building A	Mill Valley, CA 94941	glassdoor.com	415-275-7645	No	0
Multichannel News	28 E 28th Street	New York, NY			No	0
Cable Fax	9211 Corporate Blvd	Rockville, MD 20850			No	0

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4			
5			

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**2016 FCC EEO Public File Report for Charter Communications
12512 - OPS Ottawa Cnty MI**

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

Total Number of Full-Time Vacancies Filled During This Period: 1
Total Number of Candidates Interviewed For Full-Time Vacancies During This Period: 5

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

FULL-TIME VACANCIES FILLED

State MI
FCC Unit 12512 - OPS Ottawa Cnty MI

Req #	Job Title	Source	Number	
			Interviewees Referred	Hired
1505960	Mgr, Regl Mrkg - Enterprise	GlassDoor	1	1
		Internal	3	0
		Charter.com	0	0
		Direct Employers	0	0
		LinkedIn.com	1	0
1505960 Total			5	1
Grand Total			5	1

RECRUITMENT SOURCE LIST

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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	0
LinkedIn	2029 Stierlin Court	Mountain View, CA 94043	linkedin.com	312-650-7593	No	1
GlassDoor.com	100 Shoreline Highway, Building A	Mill Valley, CA 94941	glassdoor.com	415-275-7645	No	1

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