

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 11018 - OPS Gallatin Cnty MT

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

Total Number of Full-Time Vacancies Filled During This Period: 13
Total Number of Candidates Interviewed For Full-Time Vacancies During This Period: 40

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

FULL-TIME VACANCIES FILLED

State MT
FCC Unit 11018 - OPS Gallatin Cnty MT

Req #	Job Title	Source	Number	
			Interviewees Referred	Hired
1604147	Advanced Broadband Installer	Charter.com	0	0
		Direct Employers	0	0
		MT Job Service*	3	1
1604147 Total			3	1
1507076	Broadband Installer	Referral	1	1
		Charter.com	0	0
		Direct Employers	0	0
		Indeed*	2	0
		Google*	1	0
		Montana Standard Anaconda Leader	0 0	0 0
1507076 Total			4	1
1602894	Advanced Broadband Installer	Referral	2	2
		Charter.com	0	0
		Direct Employers	0	0
1602894 Total			2	2
1603528	Advanced Maintenance Tech	Charter.com	0	0
		Direct Employers	0	0
		Indeed*	1	1
1603528 Total			1	1
1505120	Broadband Installer	Referral	1	0
		Charter.com	2	0
		Direct Employers	0	0

1505120	Broadband Installer	Monster*	1	0
		Indeed*	2	2
		Bozeman Daily Chronicle	2	0
1505120 Total			8	2
1506112	Broadband Installer	Referral	3	1
		Charter.com	1	1
		Direct Employers	0	0
		Bozeman Daily Chronicle	0	0
1506112 Total			4	2
1504219	Construction Tech I	Internal	1	1
		Charter.com	2	0
		Direct Employers	0	0
		Monster*	2	0
1504219 Total			5	1
1504539	Broadband Installer	Charter.com	2	1
		Direct Employers	0	0
		MT Job Service*	1	0
		Indeed*	1	0
		Google*	2	0
1504539 Total			6	1
1507064	Broadband Installer	Referral	1	0
		Charter.com	0	0
		Direct Employers	0	0
		Google*	1	0
		MT Job Service	3	1
1507064 Total			5	1
1602633	Maintenance Technician	Internal	1	1
		Charter.com	0	0
		Direct Employers	0	0
1602633 Total			1	1
1602456	Sr Construction Tech	Internal	1	0
		Charter.com	0	0
		Direct Employers	0	0
1602456 Total			1	0
Grand Total			40	13

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	7
Bozeman Jobs Fair Jamboree	Gallatin County Fair Grounds	Bozeman, MT	Michele	406-582-9236	No	0
Montana Standard	25 W Granite	Butte, MT 59701	Tricia Folliero - SMS Advertising	631-265-5160	No	0
Google*					No	4
MT Job Service*					No	7
Monster*					No	3
Indeed*					No	6
Referral					No	8
Internal					No	3
Anaconda Leader	121 Main St	Anaconda, MT 59711	Tricia Folliero - SMS Advertising	631-265-5160	No	0
Bozeman Daily Chronicle	2820 W. College St	Bozeman, MT 59715	Tricia Folliero - SMS Advertising	631-265-5160	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	Employee Referral Program	Ongoing	Employees who refer a qualified candidate that is hired and meets the timeline requirement of employment can potentially receive a \$300 referral bonus
5	Bozeman Job Fair Jamboree	4/13/2016	This unit participated in the 2016 Bozeman Job Fair at the Gallatin County Fair Grounds on 4/13/16. This Job Fair was open to the public. Sponsord by MT Dept. of Labor and Industry
6	Training Programs for Technicians	Ongoing	Charter Communications has a career path program for Broadband Technicians and Maintenance Technicians. Technicians can self promote through training and job proficiency. This program provides career progression opportunities for Technicians to strength and expand their abilities in their field and enables technicians to impact their own career progression and wages.

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**2016 FCC EEO Public File Report for Charter Communications
11018 - OPS Gallatin Cnty MT**

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

Total Number of Full-Time Vacancies Filled During This Period: 8
Total Number of Candidates Interviewed For Full-Time Vacancies During This Period: 20

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

FULL-TIME VACANCIES FILLED

State MT
FCC Unit 11018 - OPS Gallatin Cnty MT

Req #	Job Title	Source	Interviewees Referred	Number Hired
1505208	Business Account Executive	Direct Employers	0	0
		Referral*	4	2
1505208 Total			4	2
1504101	Direct Sales Rep	Indeed	1	0
		Charter.com	1	1
		Direct Employers	0	0
		Montanajobs.com	2	0
1504101 Total			4	1
1505450	Direct Sales Rep	Craig's List	1	0
		Direct Employers	0	0
		Montanajobs.com	1	1
1505450 Total			2	1
1603200	Direct Sales Rep	Charter.com	1	1
		Direct Employers	0	0
		Montanajobs.com	1	0
1603200 Total			2	1
1602932	Mgr, Sales I -Direct Sales-SFU	Charter.com	4	1
		Direct Employers	0	0
1602932 Total			4	1
1601431	Store Lead	Charter.com	1	1
		Direct Employers	0	0
1601431 Total			1	1
1604017	Sup, Direct Sales I-SFU	Charter.com	3	1
		Direct Employers	0	0
1604017 Total			3	1
Grand Total			20	8

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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
Indeed*						1
CareerBuilder*						0
Monster*						0
Google*						0
Employee Referral						4
Craig's List*						1
Montanajobs*						4

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4	Career Progression for Store Employees	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.