

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 12668 - OPS Washington Cnty VT

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: 7

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

FULL-TIME VACANCIES FILLED

State VT
FCC Unit 12668 - OPS Washington Cnty VT

Req #	Job Title	Source	Number	
			Interviewees Referred	Hired
1504274	Broadband Installer	Company Recruiter	1	1
		Charter.com	0	0
		Direct Employers	0	0
		Outside Referral*	1	0
		GlassDoor.com	1	0
		Charter Intranet	0	0
		Indeed*	1	1
		Central Vermont Economic Development Job Event	0	0
		The Times Argus Ad	0	0
		American Job Center Event	0	0
		Cable Fax	0	0
		Multi-Channel News	0	0
		Recruit Military	0	0
		Town of Danville	0	0
		Springfield College Linc	0	0
		NEKCA	0	0
		Salvation Army	0	0
		Community College of Vermont	0	0
		UVM Extension	0	0
		VT Unemployment Office	0	0
		Littleton Area Chamber of Commerce	0	0
		Littleton Lions Club	0	0
		Northern County United Way	0	0

1504274	Broadband Installer	North Country YMCA	1	0
		NH Employment Security	1	0
		New Dimensions Personnel Services	1	1
		College for Lifelong Learning	0	0
1504274	Total		7	3
Grand Total			7	3

RECRUITMENT SOURCE LIST

Name of Recruitment Source	Street Address	City, State, Zip	Contact Person
American Job Center Event	1197 Main St	St. Johnsbury, VT 05819	
Cable Fax	4 Choke Cherry Road 2nd Floor	Rockville, MD 20850	Alex Virden
Central Vermont Economic Development Job Event	Barre City Auditorium		
Charter.com	12405 Powerscourt Dr.	St. Louis, MO 63131	charter.com/careers
Charter Intranet			
College for Lifelong Learning	39 Main Street	Littleton, NH 03561	
Community College of Vermont	1197 Main Street Ste 3	St Johnsbury, VT 05819	
Company Recruiter			
Direct Employers	9002 N. Purdue Rd., Ste. 100	Indianapolis, IN 42628	directemployers.org
GlassDoor.com	100 Shoreline Highway, Building A	Mill Valley, CA 94941	glassdoor.com
Indeed.com*			
Littleton Area Chamber of Commerce	PO Box 105	Littleton NH 03561	
Littleton Lions Club	PO Box 104	Littleton, NH 03561	
Multi-Channel News	9620 Executive Center Dr. N #200	St. Petersburg, FL 33702	Jean Rynaski
NEKCA	108 Cherry Street	St. Johnsbury, VT 05819	
New Dimensions Personnel Services	113 Cottage Street	Littleton, NH 03561	
NH Employment Security	646 Union Street, Ste. 100	Littleton, NH 03561	
North Country YMCA	PO Box 123	Bath, NH 03740	
Northern County United Way	PO Box 311	Littleton, NH 03561	
Outside Referral*			
RecruitMilitary	422 West Loveland Ave.	Loveland, OH 45140	recruitmilitary.com
Salvation Army	250 Railroad Street	St Johnsbury, VT 05819	
Springfield College Linc	347 Emerson Falls Road	St Johnsbury, VT 05819	
The Times Argus	PO Box 707	Barre, VT 05641	
Town of Danville	P.O. Box 183	Danville, VT 05828	
UVM Extension	374 Emerson Falls Road, Suite 1	St Johnsbury, VT 05819	
VT Unemployment Office	McFarland State Office Building, 5 Perry Street, P.O. Box 667	Barre, VT 05641	

* 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 ; 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. 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 recruitme state workforce agencies and job bank(s), and organizations that distribute employment opportunities to women, minorities, the disabled, and veterans.

Telephone Number	Entitled to Notification?	Total Number of Referrals
	No	0
301-354-1619	No	0
	No	0
314-965-0555	No	1
	No	0
	No	0
	No	0
	No	0
317-874-9000	No	0
415-275-7645	No	1
		1
	No	0
	No	0
1.727.497.6565 x333	No	0
	No	0
	No	1
	No	1
	No	1
	No	0
		1
513-683-5020	No	0
	No	0
	No	0
	No	0
	No	0
	No	0
	No	0
		0

a recruitment source; and/or (2) Interviewees were unable to
Applicants, therefore, often learn about Charter's job vacancies

nt sources, including, but not limited to, educational institutions,

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	Broadband & Maintenance Technician career progression	Ongoing	opportunities for our technicians to enhance their skills to better prepare them for their current jobs and/or advanced positions.
5	NCTI & SCTE Training Programs	Ongoing	positions, and also have access to educational programs and materials at Charter's expense from industry organizations such as the National Cable Television Institute and the Society of Cable Telecommunications Engineers.
6	American Job Center Event	8/29/2016	On-site recruiting event with American Job Center
7	Central Vermont Economic Development Job Event	4/6/2016	Job Fair hosted by Central VT Economic Development