

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
12669 - OPS Caledonia Cnty VT**

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: 11

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

FULL-TIME VACANCIES FILLED

State VT
FCC Unit 12669 - OPS Caledonia Cnty VT

Req #	Job Title	Source	Number	
			Interviewees Referred	Hired
1506158	Broadband Installer	Charter.com	0	0
		Direct Employers	0	0
		Caledonian record	2	0
		Craigs List	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
		North Country YMCA	0	0
		NH Employment Security	0	0
		New Dimensions Personnel Services	0	0
		College for Lifelong Learning	0	0
		Multi-Channel News	0	0
		Cable Fax	0	0
		Recruit Militay	0	0
		Charter Intranet	0	0
		American Job Center Event	0	0

1506158	Broadband Installer	Central VT Economic Development Job Event	0	0
		GlassDoor.com	0	0
		Indeed*	4	2
1506158 Total			6	2
1507317	Construction Coordinator	Charter.com	0	0
		Direct Employers	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
		North Country YMCA	0	0
		NH Employment Security	0	0
		New Dimensions Personnel Services	0	0
		College for Lifelong Learning	0	0
		Charter Intranet	2	1
		GlassDoor.com	0	0
1507317 Total			2	1
1505344	Sup, Technical Service	Charter.com	0	0
		Direct Employers	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
		North Country YMCA	0	0
		NH Employment Security	0	0
		New Dimensions Personnel Services	0	0
		College for Lifelong Learning	0	0
		Charter Intranet	3	1
		GlassDoor.com	0	0
1505344 Total			3	1
Grand Total			11	4

RECRUITMENT SOURCE LIST

Name of Recruitment Source	Street Address	City, State, Zip	Contact Person	Telephone Number	Entitled to Notification?
American Job Center Event	1197 Main St	St. Johnsbury, VT 05819			No
Central Vermont Economic Development Job Event					No
Cable Fax	4 Choke Cherry Road 2nd Floor	Rockville, MD 20850	Alex Virden	301-354-1619	No
Central Vermont Economic Development Job Event	Barre City Auditorium		Jen Surat	802-223-4654	No
Charter.com	12405 Powerscourt Dr.	St. Louis, MO 63131	charter.com/careers	314-965-0555	No
Charter Intranet					No
College for Lifelong Learning	39 Main Street	Littleton, NH 03561			No
Community College of Vermont	1197 Main Street Ste	St Johnsbury, VT 05819			No
Company Recruiter					No
Caledonian Record	190 Federal Street,	St. Johnsbury VT 05819	Mike Gonyaw	802-748-1613	No
Craigs List					No
Direct Employers	9002 N. Purdue Rd., Ste. 100	Indianapolis, IN 42628	directemployers.org	317-874-9000	No
GlassDoor.com	100 Shoreline Highway, Building A	Mill Valley, CA 94941	glassdoor.com	415-275-7645	No
Indeed*					No
Littleton Area Chamber of Commerce	PO Box 105	Littleton NH 03561			No
Littleton Lions Club	PO Box 104	Littleton, NH 03561			No
Multi-Channel News	9620 Executive Center	St. Petersburg, FL 33702	Jean Rynaski	1.727.497.6565 x333	No
NEKCA	108 Cherry Street	St. Johnsbury, VT 05819			No
New Dimensions Personnel Services	113 Cottage Street	Littleton, NH 03561			No
NH Employment Security	646 Union Street, Ste	Littleton, NH 03561			No
North Country YMCA	PO Box 123	Bath, NH 03740			No
Northern County United Way	PO Box 311	Littleton, NH 03561			No
Outside Referral*					No
RecruitMilitary	422 West Loveland Ave.	Loveland, OH 45140	recruitmilitary.com	513-683-5020	No
Salvation Army	250 Railroad Street	St Johnsbury, VT 05819			No
Springfield College Linc	347 Emerson Falls Rd	St Johnsbury, VT 05819			No
Town of Danville	P.O. Box 183	Danville, VT 05828			No
UVM Extension	374 Emerson Falls Rd	St Johnsbury, VT 05819			No
VT Unemployment Office	McFarland State Office Building, 5 Perry Street, P.O. Box 667	Barre, VT 05641			No

* 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 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 their own systems. Applicants, therefore, often learn about Charter's job vacancies from sources that Charter does not post with directly and cannot track.

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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 but not limited to, educational institutions, state workforce agencies and job bank(s), and organizations that distribute employment opportunities to women, m disabled, and veterans.

recruitment source;
independently via

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minorities, the

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	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	Technicians have established career paths where they can advance to higher positions, and also have access to educational programs and materials at
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