

EEO Report 2013-2014

Zito Media		October 1, 2013- September 30, 2014		
Position	Recruitment sources used	Number of interviews referred by each source	Recruitment source that referred hiree	Total number of persons interviewed for vacancy
1				
Direct Sales Technician	Zito Media Website	2	Community Channel	3 People interviewed
Chillicothe, MO	Community Channel	1		Start date: 10/28/2013
Marshall, MO	Company-wide Posting	0		
2				
Customer Service Rep	Zito Media Website	5	PA CareerLink	22 People interviewed
Coudersport, PA	PA CareerLink	4		Start date: 10/1/13
	Community Channel	3		Job was for part time but
	Employee Referral	4		1 full time person was
	Referred by member of community	6		hired
3				
Inbound Sales Rep	Zito Media Website	2	2 Employee Referral	10 People interviewed
Coudersport, PA	PA CareerLink	2	1 Zito Media Website	3 People hired
	Community Channel	0		Start date 10/21/13
	Company-wide Posting	0		
	Employee Referral	4		
	Referred by member of community	2		
4				
Customer Service Supervisor	Zito Media Website	2	Zito Media Website	5 People interviewed
Coudersport, PA	PA CareerLink	2		Start date: 11/11/13
	Community Channel	0		
	Company-wide Posting	0		
	Employee Referral	1		
5				
FCC and Franchising Compliance Coordinator	Zito Media Website	6	Employee Referral	12 People interviewed
Coudersport, PA	PA CareerLink	2		Start date: 1/13/14
	Community Channel	2		
	Endeavor News	0		
	Potter Leader Enterprise	0		
	Employee Referral	2		
6				
Customer Service Rep	Zito Media Website	4	Zito Media Website	13 People interviewed
Coudersport, PA	PA CareerLink	4	Community Channel	2 people hired
	Community Channel	2		Start date 1/6/14
	Employee Referral	3		
	Company-wide posting	0		
7				
Installer Tech/Service Tech	Idaho Dept of Labor Website	3	Idaho Dept of Labor	4 People interviewed
Mountain Home, ID	Walk-in	1		Start date 1/6/14
	Zito Media Website	0		
8				
Maintenance Tech 1	Zito Media Website	1	Zito Media Website	2 People interviewed
Northern PA	Company-wide posting	0		Start date 1/8/14
	PA CareerLink	1		
9				
Inbound Sales Rep	Zito Media Website	2	Zito Media Website	5 People interviewed
Coudersport, PA	Community Channel	0		2 people hired
Port Allegany, PA	PA CareerLink	0		Start date 1/27/14
Emporium, PA	Company-wide posting	0		
	Employee Referral	3		
10				
VP of Finance and Administration	Computer Plus Staffing Solutions	5	Contacted by Zito Media	7 People interviewed
Coudersport, PA	Employee Referral	1		Start date 3/24/2014
	Contacted by Zito Media	1		
11				
Secretary	Zito Media Website	5*	Zito Media website	11 People interviewed
Coudersport, PA	PA CareerLink	5*		Start date 7/7/14
	Community Channel	1		
	Solomon's Words website	1		

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12.				
	Company-wide posting			
Dispatcher	Zito Media Website	2	Zito Media Website	6 People interviewed
Coudersport, PA	Company-wide Posting	0		Start date 4/24/14
	Employee Referral	2		
	PA CareerLink	2		
	Community Channel	0		
13				
Inbound Sales Rep	Community Channel	1	PA CareerLink	12 People interviewed
Coudersport, PA	Zito Media Website	3*		Start date 5/06/14
	PA CareerLink	3*		
	Employee Referral	4		
	Referred by member of community	2		
	Company-wide Posting	0		
14				
Small Business Commercial	Zito Media Website	1*	Employee Referral	3 People interviewed
Sales Rep	Employee Referral	2		Start date 7/07/14
Coudersport, PA	PA CareerLink	1*		
	Company-wide Posting	0		
15				
Inbound Sales Rep	Zito Media Website	1	Employee Referral	8 People interviewed
Coudersport, PA	Employee Referral	6		Start date 7/22/14
	Referred by member of community	1		
	PA CareerLink	0		
16				
Customer Service Rep	Zito Media Website	0	Community Channel	4 People interviewed
Chillicothe, MO	Community Channel	2		Start date 8/25/14
	Employee Referral	2		
17				
Customer Service Rep	Zito Media Website	1	Zito Media Website	1 Person interviewed
Susanville, CA	Company-wide Posting	0		Start date 9/02/14
18				
Installer/Service Tech	Community Channel	0	Employee Referral	2 People interviewed
Cameron, TX	KMIL Radio	0		Start date 9/11/14
	Workforce Solutions of Central Texas	0		
	Sign in local office	0		
	Zito Media Website	0		
	Employee Referral	2		
19				
Installation/Services/Sales	Community Channel	0	Zito Media Website	5 People interviewed
Technician	PA CareerLink	0		2 People hired
Coudersport, PA	Zito Media Website	5*		1 Start date 2/12/14
	Employee Referral	1*		1 Start date 4/30/14
20				
Service Technician	Alabama JobLink	1	Alabama Job Link	3 People interviewed
Baileyton, AL	Zito Media Website	0		Start date 9/8/14
	Former Employee	2		
21				
General Cleaner	PA CareerLink	3	Zito Media Website	4 People interviewed
Coudersport, PA	Zito Media Website	1		Start date 10/02/14

*Interviewee stated that s/he was referred to job by postings at more than one source.

Zito Media – October 1, 2013 – September 30, 2014

Recruitment Sources Used	Total Number of Interviews Referred by Each Source
Alabama JobLink	1
Community Channel	12
Company-wide Job Posting	0
Computer Plus Staffing Solutions	5
Contacted by Zito Media	1
Employee Referral	37
Endeavor News newspaper	0
Former Employee	2
Idaho Dept of Labor Website	3
KMIL Radio	0
PA CareerLink	29
Potter Leader Enterprise newspaper	0
Sign in local office	0
Solomon's Words	1
Referred by member of community	11
Workforce Solutions of Central Texas	0
Walk-in	1
Zito Media Website	43
Total Number of persons interviewed for full-time vacancies 10/1/13-9/30/14: 142*	146
*Some interviewees stated that they were referred to job by viewing more than one recruitment source.	

ZITO MEDIA

RECRUITMENT INITIATIVES October 1, 2013 – September 30, 2014

1. Elk County Career Day – November 1, 2013

On Friday, November 1st, 2013 Michael Rigas, Co-President of Zito Media, participated in Elk County Career Day held at the Ridgway Area High School in Ridgway, PA. This event featured representatives from twenty-seven businesses and organizations. Students from Elk County Catholic High School, Ridgway Area High School, St. Marys Area High School, and Johnsonburg Area High School were in attendance at the Elk County Career Day 2013. Zito Media provides cable television service to a major part of Elk County.

2. Elk County Job Fair - January 22, 2014

Pennsylvania CareerLink held a job fair on January 22, 2014 at the Sacred Heart Parish Activity Center in St. Marys, PA. Approximately twenty businesses participated. Zito Media's FCC and Franchise Coordinator, Kim Holt, represented the company. She estimated that about seventy-five job seekers attended the event. She brought six resumes back to the office with her. Zito Media maintains an office in the city of St. Marys, which is one of the largest municipalities in the company's service area.

3. St. Bonaventure University Career Fest 2013 – March 6, 2014

Michael Rigas, Co-President of Zito Media, attended St. Bonaventure University's annual Career Fest on March 6, 2014. Approximately forty-five businesses and organizations participated in this event along with one hundred and three students. St. Bonaventure, located in Allegheny, NY, is the closest University to Zito Media's headquarters in Coudersport, PA and educates many students in Zito Media's service area.

4. Cameron County Career Day 2014 – April 11, 2014

Zito Media's Director of Billing and Customer Management Systems, Terri Grimone, attended Cameron County's annual Career Day on April 11, 2014. This event was held at Cameron County High School which is located in Emporium, PA. The Career Day was open to teachers and students in grades seventh through twelfth.

5. 9th Annual Marshall County Job Fair – May 16, 2014

Rose Dobbs represented Zito Media at the 9th Annual Marshall County Job Fair. This event is sponsored by the West Virginia Department of Health and Human Resources. This year there were seventy businesses and organizations participating in the job fair. Zito Media services areas in Virginia and West Virginia.

Contacts for Posting Jobs

Publication	Contact Person	Website and/or Email	Street Address	City & State	Phone Number
Alabama JobLink	Any Employee	www.joblink.alabama.gov	State Wide	Alabama	List available on website.
Community Channel	Rob Glebel	communitychannel@zitomedia.com	102 South Main St.	Coudersport, PA 16915	814-260-9575
Company-wide Job Posting	Julie Petruzzi	julie.petruzzi@zitomedia.com	102 South Main St.	Coudersport, PA 16915	814-368-3173
Computer Plus Staffing Solutions	Any Employee	http://www.cpstaffing.com - FinancialPeople@cpstaffing.com	1780 Wehrle Dr. Suite 105	Williamsville, NY 14221	716-332-5972 or 716-961-9566
Endeavor News newspaper	Any Employee	http://www.endeavornews.com/	29 East 4 th St.	Emporium, PA 15834	814-486-1400
Idaho Dept of Labor Website	Any Employee	http://labor.idaho.gov/	317 West Main St.	Boise, ID 83735	208-332-3570
KMIL Radio	Any Employee	http://www.kmil.com/ - kmil@kmil.com	901 East First St. PO Box 832	Cameron, TX 76520	254-697-6633
PA Careerlink	James Mitchell	https://www.cwds.pa.gov - jamesmitch@pa.gov	279 US Highway 6 West	Coudersport, PA 16915	814-274-9330
Potter Leader Enterprise newspaper	Sharon Corderman	www.ftogapublishing.com/potter_leader_enterprise/ - sharon@ftogapublishing.com	6 Second St.	Coudersport, PA 16915	814-274-8044
Solomon's Words for the Wise Blogspot	James Jones	www.solomonwords.blogspot.com/ - shurfine40@gmail.com	PO Box 250	Roulette, PA 16746	814-544-9004
Workforce Solutions of Central Texas	Julia Cardona	www.workintexas.com	313 North Main St.	Rockdale, Texas 76567	512-446-6440
Zito Media Website	Mike Zenns	www.zitomedia.com - mike.zenns@zitomedia.com	102 South Main St.	Coudersport, PA 16915	814-260-9575