

**RIVIERA BROADCASTING, LLC
 KKFR-FM / KZON-FM / KMVA-FM / KOAI-FM
 EEO PUBLIC FILE REPORT
 JUNE 1, 2019- MAY 31, 2020**

I. VACANCY LIST

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Program Director – KMVA	1,3-21,23-30,32-38,41-43,45-51,53-55,57	25
Operations Manager	25	25
Chief Engineer	1,3-21,23-30,32-38,41-43,45-51,53-55,57	10
KMVA On Air Talent	1,3-21,23-30,32-38,41-43,45-51,53-55,57	25
Account Executive	1,3-5,7-21,24,25,28,29,30,34-38,40,42-53, 55	10
Client Service Co Ordinator	1,3-21,23-30,32-38,41-43,45-51,53-55,57	OPEN
Promotions Co Ordinator	1,3-21,23-30,32-38,41-43,45-51,53-55,57	OPEN
VP of Sales		10
Account Executive (Steve G)	25	25
Business Manager	25	25

**Exigent Circumstances*

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June 1, 2019 - May 31, 2020
 II. Master Recruitment Source List (MRSL)

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. Of Interviewees Referred by RS.
1	Maricopa County NAACP Contact: Career Services 1818 S 16 th St, Phoenix, AZ 85034 (P) 602-252-4064 (F) 602-252-2954	Yes 6/5/17 Mail	
2	Maricopa Community Colleges 2411 West 14 th Street Tempe, AZ 85281 (P) 480-731-8000 www.maricopa.edu/careers <i>this will post on 10 college sites</i>	No	
3	Southwest Behavioral & Health Services Contact: Employment Specialist 3450 N 3 rd St, Phoenix, AZ 85012 (P) 623-225-8787	Yes 9/9/15 Mail	
4	Arizona Broadcasters Association 426 N 44 th St, Phoenix, AZ 85008 (P) 602-252-4833 www.azbroadcasters.org	No Post online	
5	Phoenix Indian Center Contact: Bridget Blixt 4520 N Central Avenue, #250 Phoenix, AZ 85015 bblixt@phxindcenter.org (P) 602-264-6768 (F) 602-274-7486	Yes 12/22/08 5/30/17 6/03/19 Email	
6	Peckham Contact: Janet Dragoo 13450 N Black Canyon Hwy, #200, Phoenix, AZ 85029 jdragoo@peckham.org (P) 480-400-5012	Yes 10/10/18 Email	
7	DES- Arizona Workforce Connection Contact: Steve Berroth 4635 S Central Ave, Phoenix, AZ 85040 www.arizonaworkforceconnect.com (P) 602-276-5587 x 7003 (F) 602-268-3594 <i>Job order form required</i>	Yes 12/30/08 4/25/11 Post Online	
8	www.media-match.com	No	
9	The Greater Phoenix Black Chamber of Commerce Attn: Career Services 2390 East Camelback Rd #130, Phoenix, AZ 85016 (P) 602-307-5200 (F) 602-307-5204	Yes 1/6/09 4/25/11 Mail	

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. Of Interviewees Referred by RS.
10	Employee Referral / Word of Mouth	No	
11	Riviera Broadcasting Websites & On air Broadcast www.theoasisphoenix.com www.power983.com www.hot975phoenix.com	No	
12	Walk- Ins / Self-Inquiry	No	
13	Goodwill Industries Contact: Career Services 2626 W Beryl Ave, Phoenix, AZ 85021 (P) 602-535-4186 employereperienceteam@goodwillaz.com	Yes 2/16/12 7/17/12 Email	
14	Greater Phoenix Urban League Contact: Bill Bridgeman 1402 S. 7 th Avenue, Phoenix, AZ 85007 (P)602-254-5611 (F) 602-253-7359 bbridgeman@gphxul.org	Yes 9/10/14 5/26/15 2/1/16 Email	
15	Phoenix Job Corps Center Attn: Bill Condra 518 S 3 rd Street, Phoenix, AZ 85004 condra.billy@jobcorps.org (P)602-322-9660 (F) 602-322-6611	Yes 12/23/08 5/31/17 Email	
16	Arizona State University Attn: Career Services P.O. Box 871312, Tempe, AZ 85287-1312 Bldg. C359 (P) 480-965-2350 (F) 480-965-2120 www.asu.edu/career	Yes 5/22/13 Post online	
17	College America Contact: Career Services 9801 N Metro Parkway East, Phoenix, AZ 85051 (P) 589-9860 x1911 (F) 602-246-9741 stevenmiller@collegeamerica.edu	Yes 4/22/14 6/11/19 Email	
18	Arizona Latino Media Association Contact: Anita Leach P.O. Box 1168, Phoenix, AZ 85001 Nitlea602@msn.com (P) 602-444-8473	Yes 1/12/09 Email	
19	Fresh Start Women's Foundation Contact: Career Services 1130 E. McDowell Rd., Phoenix, AZ 85006 (P) 602-261-7221 (F) 602-257-9692	Yes 12/22/08 4/25/11 Mail	
20	Hopi Jr/Sr High School Attn: Stan Bindell Hwy 264 Kearns Canyon, Arizona 86034 (P) 928-738-5111 Thebluesmagician@gmail.com	Yes 5/13/15 Email	

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21	CRAS Conservatory of Recording Arts & Sciences Attn: Career Services 1205 North Fiesta Boulevard Gilbert, AZ 85233 480-858-9400 (P) 480-633-0916 (F)	Yes 4/22/11 5/25/17 Mail	
22	Inside Radio Classified www.insideradio.com (P) 602-200-6800	No	
23	Radio Online www.radioonline.com	No	
24	Glendale Community College Attn: Career Services / Jenorah Keegan 6000 W Olive Ave, Glendale, AZ 85302 (P)623-845-3283 Jenorah.keegan@gccaz.edu career.services@gccaz.edu	Yes 12/16/15 Email	
25	Internal Promotion/Transfer. On site job posting	Yes	2
26	Department of Veteran Affairs Contact: Russell Singleton 3333 N Central Ave, Phoenix, AZ 85012 (P) 602-627-2785 (F) 602-627-2804	No	
27	All Access www.allaccess.com	No	
28	DeVry University Contact: Career Services 2149 W Dunlap, Phoenix, AZ 85021 (P) 602-749-4554 (F) 602-749-7330	Yes 9/10/14 6/15/15 Mail	
29	Grand Canyon University Attn: Sheila Schumacher, MFA 3300 W Camelback Rd, Phoenix, AZ 85017 Sheila.schumacher@gcu.edu http://gcuniv.experience.com/emp (P) 602-639-6115 (F) 602-343-4836	Yes 3/5/15 Email/ post online	
30	Age Works, LLC Contact: Career Services 1366 E Thomas Rd, Suite 108, Phoenix, AZ 85014 (P) 602-241-6159 (F) 602-230-9132	Yes 12/23/08 4/25/11 Mail	
31	Arizona Women's Education and Employment (AWEE) 4520 N Central Ave, Suite 550, Phoenix, AZ 85012 (P) 602-601-7200	No	
32	Entertainment Careers www.entertainmentcareers.net	No	
33	Career Advisors Inc Contact: Employment Specialist /Janice 430 N Dobson Road, Ste.108, Mesa, AZ 85201 (P) 602-644-0755	Yes 1/18/18 Mail	

34	Chicanos Por La Causa Womens Care Center Contact: Employment Services 1112 E Buckeye Rd, Phoenix, AZ 85034 (P) 602-257-0700 (F) 602-256-2740 Maria.miquirray@cplc.org	Yes 12/23/08 7/9/13 Email/Mail	
RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. Of Interviewees Referred by RS.
35	Phoenix College Contact: Career Services 1202 W Thomas Rd, Phoenix, AZ 85013 (P)602-285-7422 (F) 602-285-7951 www.phoenixcollege.edu/student-resources/career-services	Yes 5/5/11 5/29/13 9/10/14 Post online	
36	The Angels of New Hope Attn: Rashaad Thomas 8345 E Indian School Rd Scottsdale, AZ 85251 Rashaad.thomas@yahoo.com (P) 480-330-2274	Yes 8/12/10 Email	
37	Arizona State University-Walter Cronkite School Contact: Michael Wong 555 N Central Ave #302 Phoenix, AZ 85004 (P) 602-496-5055 (F) 602-496-7041 Mike.wong@asu.edu	Yes 5/23/13 Email	
38	Gateway Community College Contact: Jessica Brosilo 108 N 40 th St, Phoenix, AZ 85034 (P) 602-286-8500 (F) 602-286-8151 careercenter@gatewaycc.edu	Yes 12/23/08 5/3/11 Email	
39	Arizona Hispanic Chamber of Commerce Attn: Career Services 255 E Osborn Road, Phoenix, AZ 85012 (P) 602-279-1800 (F) 602-279-8900	No	
40	Media Staffing Solutions Attn: Patty Kincaid 7115 E Thirsty Cactus Ln, Scottsdale, AZ 85266 (P)602-971-9382 Patty@mediastaffingnetwork.com	No	
41	TV and Radio Jobs www.TVandRadiojobs.com	No	
42	O.I.C AZ Opportunities Industrial Center Attn: Janet Shines 39 East Jackson Street Phoenix, AZ 85004 Janet@azoic.org (P) 602-513-8311 (F) 602-252-3598	Yes 5/30/17 Email	
43	Department of Economic Security Arizona Rehabilitation Services Att: Timothy Stump / Terell Welch 515 N 51 st Ave Phoenix, AZ 85043 tstump@azdes.gov , twelch@azdes.gov (P) 602-771-9263, (P) 602-226-9579 x 7212 Job posted to over 60 organizations	Yes 8/22/13 7/16/15 Email	
44	Social Media Sites Facebook		

	<i>Linkin</i>	No	
45	Friendly House JTPA 113 W Sherman Street, Phoenix, AZ 85003 (P) 602-416-7239 (F) 602-257-8280 workforce@friendlyhouse.org	Yes 9/23/13 6/18/19 Email	
RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. Of Interviewees Referred by RS.
46	United States Veterans Initiative Attn: Tera Valenzuela 3507 N Central Ave, Suite 302, Phoenix, AZ 85012 tcalhoun@usvetsinc.org (P) 602-427-0406 (F) 602-305-6844	Yes 8/25/14 5/26/15 Email	
47	Maricopa Workforce Connections 1840 N 95 th Ave., Ste. 160, Phoenix, AZ 85037 www.azjobconnection.gov (P) 602-372-4200 (F) 602-372-4290	Yes 4/25/11 7/27/10 Post online	
48	School Incorporated Attn: Ms Janet Wood P.O. Box 45541, Phoenix, AZ 85064-5541 www.schoolsinc.org , (P) 602-222-3402 (F) 602-266-3404	Yes 12/4/09 Mail	
49	East Valley Institute of Technology (EVIT) Attn: Pulse Radio/ Program Director 1601 W Main St, Mesa, AZ 85201 sgrosz@evit.com (P) 480-461-4049 (F) 480-461-4169	Yes 10/11/14 Email	
50	Career Fairs	No	
51	Indeed www.Indeed.com	No	
52	Genesis Human Services – Youth Program Attn: Eboni Farmer 1840 N 95 th Ave #160, Phoenix, AZ 85037 JohnsonK019@mail.maricopa.gov (P) 602-372-4248 (F) 602-372-4290	Yes 9/29/15 Email	
53	AMFM Jobs www.amfmjobs.com	No	

TOTAL INTERVIEWEES:

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III. RECRUITMENT INITIATIVES
FOR PERIODS OF JUNE 1, 2019 - MAY 31, 2020

Type of Recruitment Initiatives	Brief Description of Activity
<p>General Outreach Efforts: List upper-level category openings in a job bank, Internet Programs or newsletter of women and minority media trade groups.</p>	<p>Riviera Broadcasting, an equal opportunity employer, is dedicated to providing broad outreach regarding job vacancies at the stations. We seek the help of local Community Organizations in referring qualified applicants to our stations. Riviera continues to post every full time position, with women and minority trade groups and job banks. We continually post positions with the following organizations:</p> <ul style="list-style-type: none"> • ASU Walter Cronkite School of Broadcasting • Arizona Broadcaster Association • Arizona Latino Media Association • Indeed • www.theoasisphoenix.com • www.hot975phoenix.com • www.power983.com • On air recruitment broadcast <p>Riviera Broadcasting has included language on their station websites and on air broadcast to inform the general public of career opportunities available in the broadcasting industry and skills necessary to compete for them.</p>
<p>Participate in Job Fairs</p>	<p>Riviera Broadcasting participated in the Glendale Community College Fall and Spring Job and Internship fairs held on October 10, 2018 and March 20, 2019 at the GCC main campus. Riviera human resources, & promotions were present to answer questions regarding careers in radio broadcasting. Attendees were directed to our career center to apply online.</p> <p>Riviera Broadcasting participated in the Grand Canyon University Career Fair on February 13, 2019. This career fair was for marketing, sales and graphic design students held at the GCU Colangelo College of Business. Riviera HR and GSM were present and answered questions regarding careers in radio broadcasting. Attendees were directed to our career center to apply online.</p> <p>Riviera Broadcasting participated in the Paradise Valley Community College Spring Job Fair held at the PVCC Phoenix campus on April 3, 2019. Riviera HR and Promotions / Internship director were present to discuss careers in radio broadcasting. Attendees were directed to the</p>

<p>Job Fairs Continued...</p>	<p>career center to view current job openings and to apply online.</p> <p>Riviera Broadcasting co-sponsored the Arizona Broadcasters Association Career Fair held at the East Valley Institute of Technology on May 9, 2019. This event was promoted on air by our stations KKFR, KZON, KMVA and KOAI. Riviera human resources, and promotions were present to answer questions regarding careers in radio broadcasting and directed interested applicants to our career center to apply online.</p>
<p>Participate in EVENTS/Programs Sponsored by Educational Institutions Relating to Broadcast Careers</p> <p>Internship Program</p>	<p>The Riviera Broadcasting promotions team attended the Gateway Community College D.R.E.A.M. Job Fair held at their campus in Phoenix, AZ on October 25, 2018 and April 25, 2019. Promotions staff were on site to answer student's questions regarding careers in radio broadcasting.</p> <p>KKFR was on campus at various high schools and colleges throughout the valley during lunch mixers. Personnel was available to answer any questions that students had regarding careers in radio broadcasting.</p> <p>Internship Program Schools Participating: ASU, Maricopa Community Colleges, GCU, EVIT, Conservatory of Recording Arts and Walter Cronkite School of Journalism and Mass Communication.</p> <p>Riviera Broadcasting provides internship programs for university students in the fields of programming, promotions, web design, engineering and sales. Through the stations' established relationship with major colleges in the Phoenix market and professors in the specific discipline of broadcasting/journalism, Riviera Broadcasting solicits universities directly as openings become available. College students are provided an opportunity to work with the station and earn college credit for real world experience. The station provides the necessary information to the schools so that students receive earned credit and students receive guidance under the supervision of one or several station managers. Programs are typically 13 weeks in duration.</p>

<p>Participate in Events Sponsored by Local Organizations Interested in Broadcast Employment</p>	<p>Riviera Broadcasting offers tours to schools, youth groups, community groups and other entities to provide information about the broadcasting industry and careers in the broadcasting industry to the public and students. Members of the Valley View Leadership Group toured the stations on June 12, 2018. Terell Welch with the Arizona Department of Economic Security toured the stations with a client who was interested in broadcasting on December 17, 2018. Ryan Johnson with AZ Adaptive Watersports and Aveanna Healthcare toured the stations on March 14, 2019.</p> <p>Riviera Broadcasting participated in the following events as representatives of the Radio Broadcast industry:</p> <p>Local First event held on May 15, 2019 at the Local First Offices in Phoenix was attended by Riviera sales staff introducing radio and the broadcast industry to local business.</p> <p>Care Coalition (Community Alliance for Resources and Education) meeting was attended by a member of our sales staff on August 17, 2018. Riviera helped show the cumulative reach that radio has for our PSA programs.</p> <p>Riviera actively participates in the Arizona Broadcaster Association helping to serve, advocate, and educate the community regarding the Broadcast industry.</p>
<p>Establish Training Program for Current Employees</p>	<p>Riviera Broadcasting has an internal policy that all employees may learn any aspect of radio that is outside of the employee's current job responsibility. This allows the employee to acquire the skills necessary to qualify for other positions, including higher level positions. At the employee's request, a mentor in the area in which the employee wishes to learn will train the employee and expose him or her to the skills necessary for the job.</p> <p>Upon hire, and annually, managers and supervisors are trained on EEO guidelines. This year's annual training was held on May 28, 2019. These sessions provide training to management level personnel responsible for ensuring the stations compliance with Federal EEO rules and regulations.</p> <p>Human resources attended a two-day seminar on HR Training for Managers on February 26-27, 2019. This seminar was presented by Pryor Learning and discussed comprehensive HR Law for manager.</p> <p>Sales staff attended year round training with emphasis on digital sales. This training was presented by Vici Media and our General Sales Manager. This training was designed to enable employees to acquire the skills necessary to become successful in this highly competitive market.</p>

