

FORM FOR ANNUAL EEO PUBLIC FILE REPORT

ANNUAL EEO PUBLIC FILE REPORT

For the Period Beginning June 2022 and Ending May 31, 2023*

This Report is Not Required If Unit Has Fewer Than Five Full-Time Employees.

This Report consists of:

<u>Part 1</u>	Station information
<u>Part 2</u>	Recruitment sources/interviewees for each full-time vacancy
<u>Part 3</u>	Recruitment initiatives

Preparer: Jinny Nearhood

Signature: 

Title: On Air/Promotions Director

Date: 05/31/2023

Telephone: (775) 777-1196

*This Report, which usually covers the prior 12-month period, is to be placed in each station's public file and web site (if applicable) every year on the anniversary of the due date of the station's renewal application.

PART 1

This Report covers the following employment unit:

<u>Call Sign</u>	<u>AM/FM</u>	<u>FACILITY ID#</u>	<u>COMMUNITY OF LICENSE</u>	<u>State</u>	<u>LMA</u>
KHIX	FM	84839	Carlin	NV	
KUOL	FM	164140	Elko	NV	
KBGZ	FM	166019	Spring Creek	NV	

Attached is information concerning the recruitment efforts undertaken by the employment unit to fill the full-time vacancies during the period covered by this Report.

A total of 4 full-time job vacancies were filled by the employment unit.

A total number of 26 persons were interviewed for all of the full-time vacancies.

PART 2

FULL-TIME VACANCY #1

Job Title: Traffic and Continuity

Date Filled: 4/24/23

Total Number of Interviewees: Promoted from within

Recruitment Sources:¹

The following recruitment sources were utilized to fill this vacancy:

	<u>Name of Source</u>	<u>Address</u>	<u>Contact Person</u>	<u>Telephone Number</u>	<u>Number of Interviewees Referred</u>
1.	Indeed.com	Austin, TX	-	-	0
2.	Facebook.com	Menlo Park, CA	-	-	0
3.	Craigslist.com	1381 9 th Ave San Francisco, CA 94122	-	-	0
4.	RubyWantAds.com	1750 Manzanita Dr. Elko, NV 89801	Jinny Nearhood	775-777-1196	0
5.	NV Job Connect	172 6 th St. Elko, NV 89801		775-753-1900	0
6.					
7.					

(add more sources if utilized)

¹ A source with an (*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

PART 2

FULL-TIME VACANCY #2

Job Title: Office Manager

Date Filled: 5/22/2023

Total Number of Interviewees: Promoted from within

Recruitment Sources:²

The following recruitment sources were utilized to fill this vacancy:

	<u>Name of Source</u>	<u>Address</u>	<u>Contact Person</u>	<u>Telephone Number</u>	<u>Number of Interviewees Referred</u>
1.	Indeed.com	Austin, TX	-	-	0
2.	Facebook.com	Menlo Park, CA	-	-	0
3.	Craigslist.com	1381 9 th Ave San Francisco, CA 94122	-	-	0
4.	RubyWantAds.com	1750 Manzanita Dr. Elko, NV 89801	Jinny Nearhood	775-777-1196	0
5.	NV Job Connect	172 6 th St. Elko, NV 89801		775-753-1900	0
6.					
7.					

(add more sources if utilized)

² A source with an (*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

PART 2

FULL-TIME VACANCY #3

Job Title: Sales Executive
Date Filled: 11/7/2022
Total Number of Interviewees: 14

Recruitment Sources:³

The following recruitment sources were utilized to fill this vacancy:

	<u>Name of Source</u>	<u>Address</u>	<u>Contact Person</u>	<u>Telephone Number</u>	<u>Number of Interviewees Referred</u>
1.	*Indeed.com	Austin, TX	-	-	7
2.	Facebook.com	Menlo Park, CA	-	-	6
3.	Craigslist.com	1381 9 th Ave San Francisco, CA 94122	-	-	0
4.	RubyWantAds.com	1750 Manzanita Dr. Elko, NV 89801	Jinny Nearhood	775-777-1196	1
5.	NV Job Connect	172 6 th St. Elko, NV 89801		775-753-1900	0
6.					
7.					

(add more sources if utilized)

³ A source with an (*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

PART 2

FULL-TIME VACANCY #4

Job Title: Sales Executive
Date Filled: 01/12/2023
Total Number of Interviewees: 12

Recruitment Sources:⁴

The following recruitment sources were utilized to fill this vacancy:

	<u>Name of Source</u>	<u>Address</u>	<u>Contact Person</u>	<u>Telephone Number</u>	<u>Number of Interviewees Referred</u>
1.	*Indeed.com	Austin, TX	-	-	9
2.	Facebook.com	Menlo Park, CA	-	-	3
3.	Craigslist.com	1381 9 th Ave San Francisco, CA 94122	-	-	0
4.	RubyWantAds.com	1750 Manzanita Dr. Elko, NV 89801	Jinny Nearhood	775-777-1196	0
5.	NV Job Connect	172 6 th St. Elko, NV 89801		775-753-1900	0
6.					
7.					

(add more sources if utilized)

(ADD ADDITIONAL FULL-TIME VACANCY PAGES IF NECESSARY)

⁴ A source with an (*) was the source that referred the hiree. A source with an (x) was a source that requested to be contacted as job openings occur.

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY #1*

Activity: Ruby Want Ads – Disseminating Broadcasting Employment Opportunities Information

Date: June 1, 2022 – May 31, 2023 Preparer: _____

Host/Sponsor of Activity: Global One Media – Job postings and searches in the local community

Participating Station Personnel: Brenda Hunter – Office Manager, Jinny Nearhood – Promotions and Gracey Ledbetter – Traffic and Continuity

Description of activity and scope of station participation:

Ruby Want Ads is a local classified ads site where community members can buy and sell household goods, vehicles, homes, and post and search for local job listings. It's freely open to the community and does host broadcasting job offers and seekers.

***If participation in a recruitment activity has not been implemented during this reporting period, please indicate “none” above and add an appropriate explanation (such as, all of the station unit’s recruitment activities are to be completed during another year and not the year covered by this Report).**

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY #2

Activity: On Air Ads – Disseminating Broadcasting Employment Opportunities Information

Date: June 1, 2022 – May 31, 2023 Preparer: _____

Host/Sponsor of Activity: Global One Media

Participating Station Personnel: Rich Hudson – Owner, Bryan Simmons – Production Manager, Sandy Beeler – On Air/Production, Gracy Ledbetter – Traffic and Continuity

Description of activity and scope of station participation:

We run ads regularly looking for people to fill different positions within the stations, both full- and part-time, and to build interest in a career in radio and advertising sales.

PART 3

SUPPLEMENTAL RECRUITMENT INITIATIVES

ACTIVITY #3

Activity: New System Training

Date: 05/01/2023 – Period covered by this Report Preparer: Lisa Schmidt

Host/Sponsor of Activity: Marketron Visual Traffic Training

Participating Station Personnel: Brenda Hunter – Office Manager, Gracey Ledbetter – Traffic and Continuity, Jinny Nearhood – On Air/Promotions, Lisa Schmidt – Traffic Manager and Sales Manager

Description of activity and scope of station participation:

We are moving from Natural Log to Marketron for traffic and accounts/order inputting. We have staff from all areas learning the new program to be able to effectively do their jobs or back-up if someone is sick. Training is one hour a day from May 1st – July 1st.