

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period June 1, 2014 to May 31, 2015

1) Employment Unit: CBS Corporation

2) Unit Members (Stations and Communities of License): WJZ-TV, Baltimore

3) EEO Contact Information for Unit Member:

Mailing Address: 3725 Malden Avenue Baltimore, Maryland 21211	Telephone Number: (410) 466-0013
	Contact Person: Jay Newman
	E-mail Address: jnewman@wjz.com

4) List all Full-Time Job Vacancies (identified by Job Title) Filled by Each Station in the Employment Unit.

SEE MASTER RECRUITMENT SOURCE LIST FOR RECRUITMENT DATA

Job Title	Recruitment Source Notified of Job Vacancy	Recruitment Source of Hiree
Anchor/Reporter	All Sources Excluded: # 2, # 19-20, # 22-23, # 26-28, # 30-37	# 34
Accounts Payable Coordinator	All Sources Excluded: # 2, # 6 and # 30-37	# 7
News Technician	All Sources Excluded: # 2, # 30-37	# 1
General Assignment Reporter	All Sources Excluded: # 2, # 30-37	# 34
Producer	All Sources Excluded: #2, # 30-37	# 5
Building Services Manager	All Sources Excluded: # 2, #5-6, # 23 and #30-37	# 32
Web Content Manager	All Sources Excluded: # 2, # 19-20, # 22-23, # 26-28, # 30-37	# 30

Job Title	Recruitment Source Notified of Job Vacancy	Recruitment Source of Hiree
Digital Sales Manager	All Sources Excluded: # 2, #6, # 23 and # 30-37	# 32
News Technician (2 positions)	All Sources Excluded: # 2, # 30-37	# 30 (Both positions)
Web Producer	All Sources Excluded: # 2, # 30-37	# 5
Producer	All Sources Excluded: # 2, # 30-37	# 7
IT Technician	All Sources Excluded: # 30-37	# 7
Reporter	All Sources Excluded: # 3, # 11, and # 30-37	# 32

5.) Master List of Recruitment Sources for the reporting period of 06/01/14 through 05/31/15

Job Code #:	i) Name of Organization Notified of Job Vacancy	Contact Person:	Address:	Phone Number:	Did Recruitment Source Request Notification? (Yes or No)	# of Interviewees Referred
1	CBS Kenexa System This is the CBS Application System/CBS Career Site	Post all job openings on the system	https://sjobs.brassring.com/1033/ASP/TG/cim_home.asp?partnerid=25084&siteid=5128	n/a	n/a	23
2	Avature System New CBS Applicant System as of Dec. 2014	Post all job openings on the system	http://cbscorporation.jobs	n/a	n/a	
3	AJE-America's Job Exchange Posts to 54 job sites and organizations	Posted via First Advantage in the Kenexa System	AJE's Main Address: 400 Minuteman Road Andover, MA 01810	(866) 926-6284	n/a	
4	WJZ Internal Posting Board	Post on Board on 1st Level	3725 Malden Avenue Baltimore, MD 21211	(410) 466-0013	n/a	
5	Broadcast Employment Service tvjobs.com	Post on www.tvjobs.com	P.O. Box 4116 Oceanside, CA 92052	(800) 237-8073	No	6
6	Medialine	Post on: www.medialine.com Mark Shilstone	P.O. Box 51909 Pacific Grove, CA 93950	(800) 237-8073	No	
7	Indeed.com Positions posted on Indeed via AJE	Posted on indeed.com via AJE via Kenexa	Unknown	(800) 462-5842	No	13

8	Veterans Administration	Send Posting via email to Everette.addington@va.gov Everette Addington	31 Hopkins Plaza Baltimore, MD 21201	(410) 230-4538	Yes	
9	MD/DC/DEL Broadcasters Association Maryland/DC/Delaware	Email Posting to: info@mdcdbroadcasters.com	106 Old Court Road Baltimore, MD 21208	(410) 653-4122	Yes	
10	Pennsylvania Association of Broadcasters	Email: gponi@pab.org	8501 Paxton Street Hummelstown, PA 17036	(717) 482-4820	Yes	
11	The Leadership Institute in Virginia	Email: emiller@leadershipinstitute.org	P.O. Box 41390 Arlington, VA 22204	(703) 647-3344	Yes	
12	Maryland New Directions	Mail Postings	2700 N. Charles Street Suite 200 Baltimore, MD 21218	(410) 653-4122	Yes	
13	Baltimore City NAACP	Mail Postings	8 West 26th Street Baltimore, MD 21218	(410) 366-3300	Yes	
14	Anne Arundel County NAACP	Mail Postings	P.O. Box 6210 Annapolis, MD 21401	(410) 974-6317	Yes	
15	Mayor's Office of Employment Development	Mail Postings	100 West 23rd Street 3rd Floor Baltimore, MD 21218	(410) 396-3009	Yes	
16	Paul's Place	Email postings to Barbara Craig bcraig37@gmail.com	1118 Ward Street Baltimore, MD 21230	(410) 625-0775	Yes	

17	The Emma Bowen Foundation for Minority Interest in Media	Mail Postings Attn: Sandra Rice	524 West 57th Street New York, NY 10019	(212) 975-2545	Yes	
18	Federation of Hispanic Organization-Baltimore Chapter	Email Postings to Marcoap1@verizon.net Marco Pineyro	P.O. Box 25915 Baltimore, MD 21224	(410) 931-1640	Yes	
19	Coppin State University	Fax Postings: (410) 951-3920	2553 West North Ave. Baltimore, MD 21216	(410) 951-4188	Yes	
20	Goucher College	Post on: www.goucher.edu/recruit	1021 Dulaney Valley Rd. Towson, MD 21204	(410) 337-6191	Yes	
21	Howard University	Mailed Postings 06/01/14-04/30/15 then posted on https://howard-csm.symplicity.com/employers	525 Bryant Street NW Washington, DC 20059	(202) 806-5806	Yes	
22	Loyola College	Fax Postings to Career Center (410) 617-5125	4501 N. Charles Street Baltimore, MD 21210	(800) 221-9107	Yes	
23	Morehead State University	Post on: http://morehead-csm.symplicity.com/employers	150 University Blvd. Morehead, KY 40351	(606) 783-2221	Yes	
24	Morgan State University	Email Posting: william.carson@morgan.edu William Carson	1700 E. Cold Spring Lane Baltimore, MD 21251	(443) 885-3349	Yes	
25	Stevenson University	Email Posting: svochara@Stevenson.edu	1525 Greenspring Valley Road Stevenson, MD 21153	(887) 468-6852	Yes	

26	Towson University	Post on: www.towson.edu/careercenter	8000 York Road Towson, MD 21252	(410) 704-2000	Yes	
27	University of Baltimore	Post on: www.ubalt.edu/careercenter	1420 N. Charles Street Baltimore, MD 21201	(410) 837-5440	No	
28	University of Maryland	Post on: https://umd-csm.symplicity.com/employers	3100 Hornbake Library College Park, MD 20742	(301) 314-7225	Yes	
29	The Community College of Baltimore County- CCBC Essex Campus	Email Posting: NNIX@ccbsmd.edu Dr. Zelda Nix-McCray	7201 Rossville Blvd. Baltimore, MD 21237	(443) 840-2222	Yes	
30	Employee Referral/TV	CBS Television Stations Employee	Various Stations		n/a	
31	Employee Referral/Radio	CBS Radio Employee	Various Stations		n/a	
32	Direct Sourcing	Contacted by CBS Recruiter/Staff	Various Stations		n/a	7
33	Current CBS Employee	Works for CBS at WJZ or another location	Various Stations		n/a	11
34	Talent Agent	Agent makes first contact with station			n/a	2
35	Non-CBS Employee Referral	Was told about the job from someone who does not work for CBS			n/a	1

36	Simply Hired	Posted via AJE (# 2)			n/a	
37	Self	Applicant stated Self as their referral Source			n/a	

Total # of Interviewee referred by Source

69

6) Hiree Recruitment Source Summary. List the Recruitment Source that referred the Hiree for each full-time vacancy during the proceeding year.

See Pages One (1) and Two (2) - Column 3

7) Total # of Interviewees Referred by Each Source: For the period from **June 1, 2014** to **May 31, 2015**. This Employment Unit interviewed **69** Interviewees for full time job vacancies. These Interviewees were referred by the following sources:

See Pages Three (3) through Seven (7) - Column 7

Extra Sources not listed above: Station did not post on these sites but were listed as source

- | | |
|-------------------------------------|----------------------------|
| 1. Print Ad (not identified) | One (1) Interviewee |
| 2. LinkedIn | Two (2) Interviewee |
| 3. US Jobs | One (1) Interviewee |
| 4. HD Reps | One (1) Interviewee |
| 5. Headline Media Management | One (1) Interviewee |

8) Supplemental Recruitment Measures. List and briefly describe the Supplemental Recruitment Measures Undertaken during the proceeding twelve (12) months for the following four (4) recruitment activities.

(a) **Job Fairs.** (Each employment unit must host or co-sponsor one job fair OR participate in at least four job fairs.)

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)
<p>1. The National Association of Black Journalists Annual Convention Boston July 30, 2014- August 2, 2014</p>	<p>July 30, 2014 through August 2, 2014</p>	<p>Vic Carter- 7/31, 8/1 & 8/2 Gigi Barnett- 7/31,8/1 & 8/2 Marcus Washington- 7/31, 8/1 & 8/2</p>
<p>2. Goucher College Local Employer Job and Internship Fair Talked to students about Internship Opportunities.</p>	<p>September 2, 2014</p>	<p>Kathy Mitzel- HR Representative Susan Otradovec- Public Affairs Director</p>
<p>3. University of Maryland Phillip Merrill College of Journalism Career Fair & Internship Fair Talked to Communication/Journalism students about Internship Opportunities</p>	<p>October 20, 2014</p>	<p>Kathy Mitzel- HR Representative Susan Otradovec- Public Affairs Director</p>
<p>4. Goucher College Employer Information Session A tabling Event to speak to students about jobs and internships.</p>	<p>April 1, 2015</p>	<p>Kathy Mitzel- HR Representative Susan Otradovec- Public Affairs Director</p>

(b) Internship (Each employment unit must establish an internship program.)

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)
<p>1. WJZ Internship Program WJZ has an internal internship program where we sponsor participants for Fall, Spring and Summer Semesters</p> <p>Internships available in News, Creative Services and Sports</p>	<p>On-Going</p>	<p>Human Resources Department Screens applications to make sure they meet the company requirements and then forwards qualified applicants to Department Representatives. The Department interviews and selects the candidates.</p>
<p>2. CBS Apprenticeship Program</p>	<p>08/18/14- 02/28/15 5 to 6 month program</p> <p>Apprentice became PT Writer on 03/01/15</p>	<p>Gail Bending- News Director Tanya Black- Assignment Manager</p>

Participation in Events (Each employment unit must participate in at least four events relating to career opportunities in broadcasting sponsored by educational institutions.)

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)
<p>1. <u>School/Association Tours:</u></p> <ul style="list-style-type: none"> * Towson University * Girl Scouts * Baltimore City Public Schools Education Channel * Gilman School Bridges Program * Young Filmmakers Camp * Gilman School Bridges-Group 2 * Gilman School Bridges-Group 3 * Arrow Child and Family Ministry * Friendship Academy * Treatment Resources for Youth * Girl Scouts * Morgan State University * Loch Raven Technical Academy * Chesapeake High School * Princeton Elementary School * Casey Cares (Medically ill children) * Cub Scouts * Baltimore Institute of Broadcasting * St. Joseph's School * Notre Dame University * Patapsco High School * Hawthorne Elementary School * Northwest Middle School * Home School Group 	<p>06/17/14 06/25/14 07/01/14 07/07/14 07/08/14 07/10/14 07/14/14 07/15/14 07/22/14 07/23/14 08/18/14 11/11/14 12/02/14 12/09/14 12/16/14 12/30/14 02/16/15 03/17/15 04/28/15 05/11/15 05/12/15 05/19/15 05/26/15 06/02/15</p>	<p>Susan Otradovec Public Affairs</p> <p>Various talent throughout Tour</p>
<p>2. RICA School in Baltimore <i>Regional Institute for Children and Adolescence in Baltimore</i> Graduation</p>	<p>06/06/14</p>	<p>Vic Carter- Anchor Commencement Speaker</p>
<p>3. South Baltimore Learning Center's Summer Learners Recognition Event American Visionary Arts Museum</p>	<p>07/01/14</p>	<p>Gigi Barnett-Anchor/Reporter Emcee- Keynote Speaker</p>
<p>4. Churchville Golden Age Club Churchville Recreation Building</p> <p>Topic- Weather- Teach members about weather and weather events</p>	<p>07/14/14</p>	<p>Bob Turk- Weather Anchor Guest Speaker</p>

5. Churchville Golden Age Club Churchville Recreation Building Topic- Weather- Teach members about weather and weather events	08/25/14	Bob Turk- Weather Anchor Guest Speaker
6. NAACP Freedom Fighter Awards Breakfast <i>Carl Murphy Award for Leadership & Excellence in Journalism</i>	08/30/14	Gigi Barnett- Anchor/Reporter Honoree
7. Baltimore City Community College Convocation B.C.C.C	09/17/14	Christine Iieto- Reporter Emcee
8. Scotts Branch Elementary Topic: Importance of respect and attire Fifty five 5th grade young men- Career Day	09/30/14	Vic Carter- Anchor Guest Speaker
9. Political Debate WJZ-TV Hosting local Governor's Debate-televised	10/07/14	Vic Carter- Anchor Host
10. University of Maryland Career Center Career in Media, Film & Entertainment Panel U of M Hornbake Library	10/07/14	Sharon Gibala- Reporter Panelist
11. Patapsco Middle School Weather Presentation for 6th graders Teach them about Meteorology and how to present weather on air.	10/09/14	Chelsea Ingram- Meteorologist Presenter
12. Baltimore County Public Schools Legacy in Leadership Breakfast & Forum Education recognition program Greystone Golf Course	10/10/14	Denise Koch- Anchor Emcee
13. Maryland Teacher of the Year Awards Martin's West	10/10/14	Denise Koch- Anchor Emcee

14. Coppin State University School of Nursing 40th Year Alumni Banquet	10/19/14	Vic Carter- Anchor Emcee
15. University of Maryland Journalism Career Day Stamp Student Union	10/20/14	Linh Bui- Anchor/Reporter Panelist
16. Baltimore City College's 175th Anniversary Celebration Martin's Valley Mansion	10/25/14	Ron Matz- Reporter Emcee Importance of an education
17. Harford County Public Library Gala: <i>The Grand Tour: An Evening in the Stacks</i> Abingdon Library	11/01/14	Kristy Breslin- Traffic Reporter Emcee
18. Public Relations Society of America Maryland Chapter (PRSA-MD) Tour /Program/Q&A at WJZ-TV	11/11/14	Pete Amorgeanos- Assignment Desk Editor Tanya Black- Assignment Manager Susan Otradovec- Public Affairs Coordinated event
19. Covenant Guild Monthly Brunch Topic: Weather with Q & A Temple Oheb Shalom	11/23/14	Bob Turk- Weather Anchor Guest Speaker
20. Alpha Phi Alpha Fraternity University of Louisville-Alpha Week Seminar and Inspirational Speaking Topic- <i>The Role of the Black Man in</i> <i>America</i>	12/01/14	Vic Carter- Keynote Speaker Keynote Speaker
21. Harford County Magnolia Middle School- 200 8th grade students with a 3.75 GPA <i>Topic: Excellence-Reaching your Goals</i> Sollers Point Technical High School	12/03/14	Rochelle Ritchie- Reporter Guest Speaker
22. The Daily Record's Leading Women's Award-Print Journalism Hyatt Regency Inner Harbor	12/04/14	Jessica Kartalija- Anchor/Reporter Recipient

23. Youth Media Worker's Film Festival Reginald F. Lewis Museum	12/21/14	Kristy Breslin -Traffic Reporter Emcee
24. US SINO Culture & Education Center TV News Anchor Youth Training Program. River Hill High School	01/10/15	Linh Bui -Anchor/Reporter Guest Speaker
25. Harford Community College Tour of WJZ-TV Communication Class	01/13/15	Kristy Breslin -Traffic Reporter Tour Guide
27. Ferrum College's MLK Service "Roots and Routes" theme and "Living the Dream" Vaughn Chapel- Virginia	01/19/15	Vic Carter - Anchor Keynote Speaker
28. WJZ's Black History Oratory Competition Reginald F. Lewis Museum	02/15/15	Marcus Washington - Anchor/Reporter Emcee
29. Informal Talk on Preserving the Legacy for Future Generations. Q@A with students Coffee Conversation Washington Marriott Metro Center	03/27/15	Marcus Washington - Anchor/Reporter Emcee
30. School of Social Work 1st Annual Scholarship Dinner Morgan State University	03/27/15	Marcus Washington - Anchor/Reporter Emcee
31. Weather Talk with Girl Scout Troop WJZ-TV-Presentation/Q&A	04/11/15	Tim Williams - Meteorologist Host/Presenter
32. Kentucky Association of Blacks in Higher Education Conference <i>Theme: Re-examining the GAPS-Gaining</i> <i>Access for Professional Success</i>	04/11/15-04/14/15	Vic Carter - Anchor Keynote Speaker
33. Beta Gamma Lambda Chapter of Alpha Phi Alpha Fraternity- 80th Anniversary & Scholarship Banquet	05/16/15	Vic Carter - Anchor Keynote Speaker

(c) **Training Management Personnel.** (Each Employment Unit must train management level personnel on methods of ensuring equal employment opportunity and preventing discrimination.)

Description of Recruitment Measure:	Personnel Involved: (Name and position)	Describe Training:
1. Compliance Training covering Non-discrimination and Anti-Harassment and Company Business Conduct Statement- Business Conduct is completed every two years. Business Conduct Training was conducted July/August 2014.	All New Hires & existing employees as requested (updates/changes)	CBS on-line training completed by all new hires and existing employees when updated and requested
2. FCC Training	New Hires and all employees responsible for putting news on air	CBS on-line training completed by the certain employees required and refreshers as requested.
3. New Hire Orientation	All FT New Hires Kathy Mitzel -HR Representative meets with all new hires.	All FT new hires are given a benefit overview and a policy overview which includes discussing the EEO Policies, the Non-discrimination and Anti-harassment policies, and other “important policies and rules that apply to CBS Corporation, its employees and the members of its Board of Directors and to help us maintain lawful, honest and ethical environment in our company.” New Hires directed to www.cbsandyou.com .
4. CBS Web-based Training	All FT Employees as requested by Corporate	Examples of training in this reporting period included: CBS Privacy by Design in May/June 2014. Business Conduct Training and certification in July/August 2014. Ethical Moments/Behavioral Ethics training in July 2014. Diversity training in September-November 2014. Conflicts of Interest in May 2015.
5. Continuing Educations via www.Lynda.com	General Manger assigned access to certain FT employees	Lynda.com is a training site Contracted by CBS to assist with training.