



## NOTICE OF JOB OPENING

<b>COMPANY NAME</b>	LAZER BROADCASTING	<b>OPENING DATE:</b>	9/16/2021
<b>OFFICE ADDRESS</b>	200 S A Street, Suite 400	<b>CITY</b>	Oxnard, CA
<b>JOB TITLE</b>	Program Director		
<b>SALARY</b>	To be discussed		
<b>JOB LOCATION</b>	200 S. A Street, Suite 400, Oxnard, CA 93030	<b>CLOSING DATE</b>	9/30/2021
EQUAL EMPLOYMENT OPPORTUNITY			
<b>JOB DESCRIPTION</b>			
<p><b>BASIC SKILLS AND QUALIFICATIONS:</b></p> <p>Lazer Broadcasting Corporation is looking for a highly-experienced and motivated individual to fill the Program Director for the Lazer Network of stations. The PD will create, manage the content and execute music selection and oversee the programming and promotions departments of the whole network. The radio format is all Spanish - the PD must be fluent in Spanish and English.</p> <p>Responsibilities included but not limited to the following:</p> <ul style="list-style-type: none"> <li>Planning and scheduling program material and ensure that all of the programming on the network is high quality</li> <li>Creates ideas for programs and events, and makes sure that they are appropriate for different type of audiences</li> <li>Selects the right music and topics that will maintain the audience entertained and loyal to the stations</li> <li>Creates radio promotions that interest the audience not only to maintain them entertained but to make sure that through the promotions the stations attracts business to the station's advertisers</li> <li>Works in conjunction with the Promotions, Production and Sales Departments and other upper management to ensure excellent outcome for all station's promotions and client satisfaction</li> <li>Coordinates and makes decisions on everything that goes in and out of programming and ensures that programs are designed according to the guidelines and financial needs of the organization.</li> </ul>			
<b>MINIMUM QUALIFICATIONS</b>			
<p>Requirements:</p> <ul style="list-style-type: none"> <li>° A minimum of a Bachelor's degree in Communications and 8 to 10 years of experience in the radio industry in the same or similar role.</li> <li>° Must be highly creative with great attention to detail, and with excellent written and verbal communication skills</li> <li>° Proven ability to drive audience and maintain stations in a high ranking position</li> <li>° Ability to create budgets for radio promotions, and provide high-quality services while keeping cost low</li> <li>° Demonstrated leadership skills, strategic mind set, ability to multi-task, problem solving and interpersonal skills</li> </ul> <p>Ability to communicate effectively with all departments, upper management and internal stakeholder</p>			
<b>HOW TO APPLY</b>			
<b>WEBSITE</b>	<a href="https://radiolazer.com">https://radiolazer.com</a>		
<b>EMAIL</b>	<a href="mailto:ebello@lazermedia.com">ebello@lazermedia.com</a>		
<b>IN PERSON</b>	200 S A Street, Suite 400, Oxnard, CA 93030		
<b>PHONE</b>	805-240-2070		

LIST OF RECRUITMENT SOURCES USED TO FILL EACH VACANCY

Complete this worksheet after filling each vacancy using the Applicant Record Sheet and Recruitment Sources Record Sheet

Job Title for Vacancy: Program Director

Name of Source: Industry Referral

Total No. of Applicants Generated by Source by Race, Gender & National Origin: 1

<input type="checkbox"/> White, Not of Hispanic Origin	<input type="checkbox"/> Male	<input type="checkbox"/> Female
<input type="checkbox"/> Black, Not of Hispanic Origin	<input type="checkbox"/> Male	<input type="checkbox"/> Female
<input checked="" type="checkbox"/> Hispanic	<input checked="" type="checkbox"/> Male	<input type="checkbox"/> Female
<input type="checkbox"/> Asian or Pacific Islander	<input type="checkbox"/> Male	<input type="checkbox"/> Female
<input type="checkbox"/> American Indian or Alaskan Native	<input type="checkbox"/> Male	<input type="checkbox"/> Female

Name of Source: In house Posting/Employee Referral

Total No. of Applicants Generated by Source by Race, Gender & National Origin: 1

<input type="checkbox"/> White, Not of Hispanic Origin	<input type="checkbox"/> Male	<input type="checkbox"/> Female
<input type="checkbox"/> Black, Not of Hispanic Origin	<input type="checkbox"/> Male	<input type="checkbox"/> Female
<input checked="" type="checkbox"/> Hispanic	<input checked="" type="checkbox"/> Male	<input type="checkbox"/> Female
<input type="checkbox"/> Asian or Pacific Islander	<input type="checkbox"/> Male	<input type="checkbox"/> Female
<input type="checkbox"/> American Indian or Alaskan Native	<input type="checkbox"/> Male	<input type="checkbox"/> Female

Place in station's local public file annually on the anniversary date of the renewal filing due date. Post on station's website, if applicable.

On a copy of this worksheet, attach copies of Applicant Record Sheets and Recruitment Source Record Sheets for station's internal records.

APPLICANT RECORD SHEET

Complete this worksheet for every applicant for every vacancy.

Name of Applicant: Program Director

Job Title of Vacancy: Program Director

Recruitment Source: Industry Referral

Name of Contact: \_\_\_\_\_

Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_

Notes (date(s) of contact): Candidate has intense programming experience and great references.

Hired? YES  NO

If YES, Date of Hire: 11/1/21

Race, Gender & National Origin Information:

Male  Female

White, Not of Hispanic Origin

Black, Not of Hispanic Origin

Hispanic

Asian or Pacific Islander

American Indian or Alaskan Native

Form Prepared By: H.R. Date: 11/1/21

Use this worksheet to compile the List of All Full-Time Jobs Filled and the List of Recruitment Sources Used to Fill Each Vacancy and the Yearly Total Number of Applicants Referred by Each Recruitment Source

Keep in station's internal files to document compliance if required by the FCC.