

## ANNUAL PUBLIC FILE EEO REPORT

### KCSO, KMUM & KMMW

August 1, 2019 through July 31, 2020

1. List all full-time job vacancies filled by any station covered by this report during the past year.

<b>Positions:</b>
Digital Producer
Assignment Desk Editor
Photographer/Editor
Multimedia Journalist
Account Executive
Production Specialist
Multimedia Journalist Sports
Photographer

2. For each vacancy listed, attach to this report the relevant and completed Recruitment Source Data Form.

#### Forms found at the end of report.

3. In total, how many interviewees did the station (or station group) interview for all the full-time job vacancies identified in response to Question 1?

#### Total interviewees 60

In total, how many persons interviewed by the station for any of the above-listed job vacancies were referred to the station from each of the recruitment sources used by the station? Please provide this information in matrix form.

Name of Recruitment Source	Total Number of Interviewees Referred During Year
Career Fairs/ Diversity Events / Mixers / Associations	1
I am a Current / Former NBCUniversal Intern	1
I am a Current Comcast Cable /Comcast Corporate Employee	1

I am a Current DreamWorks Employee	1
I am a Current NBCUniversal Employee	2
I am a Former Employee	3
NBCUniversal Affinity Groups	1
NBCUniversal Careers Site	24
Online Advertising	7
Referral	10
Social Media Site	9

5. Please summarize the employment unit's broad outreach initiatives during the past year. Please identify each initiative in which the station substantially participated; the date(s) of each initiative; the names and titles of the station personnel who participated in each initiative; and a short summary of the nature and extent of the station's participation in each initiative.

#### **NBCUNIVERSAL OWNED STATIONS GROUP IS AN EQUAL OPPORTUNITY EMPLOYER**

**Internet Recruiting** – The stations post Jobs on-line at the following websites: jobs were posted on [www.indeed.com](http://www.indeed.com) and [www.telemundofresno.com](http://www.telemundofresno.com). All on-line ads are directed back to [www.nbcunicareers.com](http://www.nbcunicareers.com) to apply.

**Internal Posting** – Job openings are posted at each station and are shared with other stations for a broad distribution. Email is also used to distribute job openings internally.

**Internal EEO Management Training** -- All Telemundo employees are required to complete courses online such as: Preventing Workplace Harassment, Diversity and Inclusion 2019, Workplace Violence Prevention, Effective Communication, Code of Conduct, Integrity Training, Compliance Standards and Environmental Health and Safety Training. Employees participate on these courses on a yearly basis. New hire employees are required to take the above-mentioned courses during their first few weeks of employment.

#### **Employee Skills Training**

NBCUniversal, the parent company of the Station, offers online learning resources at no cost to all employees to enhance personal and professional skills. Employees of the Station are provided with training and development opportunities designed to enhance their ability to assume positions of greater responsibility. Various programs are provided via external vendors and internal NBC Universal sponsored programs. In addition, online courses on a variety of topics are available to all employees. Courses include: Safety Training, Crucial Conversations, Effective Coaching Skills, Feedback with Impact, Executive Presentation Skills, Influencing Skills, and Presentation Skills, Hiring the Right People, Project Management, Time Management, Microsoft Office, Microsoft Word, Microsoft PowerPoint, and Microsoft Excel. NBCUniversal's diverse employee population is reflected in our affinity groups. These voluntary organizations focus on the professional development of their members by creating opportunities for coaching, mentoring and networking with employees and senior management. In addition, they are a major force in driving recruitment and retention of top talent in the organization. Participation in these groups is open to all employees. Established affinity groups at NBCUniversal, including APA@NBCUniversal, BPA@NBCUniversal, Out@NBCUniversal,

The NBCUniversal PWD (Peoplewith Disabilities), Unidos@NBCUniversal, Veterans Network, The Women's Network @NBCUniversal (WNN) and others, provide professional networking and skill development courses to employees.

**Outreach**

Community Event: Sacramento Hispanic Chamber of Commerce: Salud Business Awards – March 6, 2020 General Manager & President Jose Suarez co-sponsored and was also a speaker during the event. Denisse Gomez, Assignment Desk Editor EMCEE for event. The UHCC is an organization whose membership includes substantial participation by minorities and women.

**JOB VACANCY  
RECRUITMENT SOURCE DATA FORM  
(To Be Attached to Annual Public File EEO Report)**

Station: \_\_\_\_\_ KCSO \_\_\_\_\_

Job Title: \_\_\_\_\_ Digital Producer \_\_\_\_\_

Date Job Filled: \_\_\_\_\_ September 9, 2019 \_\_\_\_\_

Recruitment Source  
That Referred

Ultimate Hire: \_\_\_\_\_ NBCUniversal Careers Site \_\_\_\_\_

Number of Interviewees: \_\_\_\_\_ 15 \_\_\_\_\_

<b>Name of Recruitment Source</b>	<b>Address of Recruitment Source</b>	<b>Contact Person</b>	<b>Telephone</b>	<b>Has this source requested notices?</b>
Social Media Site	Linkedin.com			No
Former NBCUniversal Employee				No
NBC Universal Careers Site	Nbcunicareers.com			No
Referral				No
I am a Current/ Former NBCUniversal Intern				No

**JOB VACANCY  
RECRUITMENT SOURCE DATA FORM  
(To Be Attached to Annual Public File EEO Report)**

Station: \_\_\_\_\_ KCSO \_\_\_\_\_

Job Title: \_\_\_\_\_ Assignment Desk Editor \_\_\_\_\_

Date Job Filled: \_\_\_\_\_ August 1, 2019 \_\_\_\_\_

Recruitment Source  
That Referred

Ultimate Hire: \_\_\_\_\_ NBCUniversal Careers Site \_\_\_\_\_

Number of Interviewees: \_\_\_\_\_ 1 \_\_\_\_\_

<b>Name of Recruitment Source</b>	<b>Address of Recruitment Source</b>	<b>Contact Person</b>	<b>Telephone</b>	<b>Has this source requested notices?</b>
NBCUniversal Careers Site	Nbcunicareers.com			No
Social Media Site	Linkedin.com			No
Referral				No

**JOB VACANCY  
RECRUITMENT SOURCE DATA FORM  
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Station: \_\_\_\_\_ KCSO \_\_\_\_\_

Job Title: \_\_\_\_\_ Photographer/Editor \_\_\_\_\_

Date Job Filled: \_\_\_\_\_ August 16, 2019 \_\_\_\_\_

Recruitment Source  
That Referred

Ultimate Hire: \_\_\_\_\_ Current NBCUniversal Employee \_\_\_\_\_

Number of Interviewees: \_\_\_\_\_ 6 \_\_\_\_\_

<b>Name of Recruitment Source</b>	<b>Address of Recruitment Source</b>	<b>Contact Person</b>	<b>Telephone</b>	<b>Has this source requested notices?</b>
Social Media Site	Linkedin.com			No
Current NBCUniversal Employee				No
NBCUniversal Careers Site	Nbcunicareers.com			No
NBCUniversal Affinity Groups				No

**JOB VACANCY  
RECRUITMENT SOURCE DATA FORM  
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Station: \_\_\_\_\_ KCSO \_\_\_\_\_

Job Title: \_\_\_\_\_ Multimedia Journalist \_\_\_\_\_

Date Job Filled: \_\_\_\_\_ October 3, 2019 \_\_\_\_\_

Recruitment Source  
That Referred

Ultimate Hire: \_\_\_\_\_ Current NBCUniversal Employee \_\_\_\_\_

Number of Interviewees: \_\_\_\_\_ 15 \_\_\_\_\_

<b>Name of Recruitment Source</b>	<b>Address of Recruitment Source</b>	<b>Contact Person</b>	<b>Telephone</b>	<b>Has this source requested notices?</b>
Former NBCUniversal Employee				No
Current DreamWorks Employee				No
Current NBCUniversal Employee				No
Career Fairs/ Diversity Events/Mixers/Associations				No
NBCUniversal Careers Site	Nbcunicareers.com			No
Online Advertising				No

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RECRUITMENT SOURCE DATA FORM  
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Station: \_\_\_\_\_ KCSO \_\_\_\_\_

Job Title: \_\_\_\_\_ Account Executive \_\_\_\_\_

Date Job Filled: \_\_\_\_\_ October 23, 2019 \_\_\_\_\_

Recruitment Source  
That Referred

Ultimate Hire: \_\_\_\_\_ Referral \_\_\_\_\_

Number of Interviewees: \_\_\_\_\_ 2 \_\_\_\_\_

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone	Has this source requested notices?
Referral				No
NBC Universal Careers Site	Nbcunicareers.com			No
Social Media Site	Linkedin.com			No



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RECRUITMENT SOURCE DATA FORM  
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Station: \_\_\_\_\_ KCSO \_\_\_\_\_

Job Title: \_\_\_\_\_ Production Specialist \_\_\_\_\_

Date Job Filled: \_\_\_\_\_ November 4, 2019 \_\_\_\_\_

Recruitment Source  
That Referred

Ultimate Hire: \_\_\_\_\_ Referral \_\_\_\_\_

Number of Interviewees: \_\_\_\_\_ 16 \_\_\_\_\_

<b>Name of Recruitment Source</b>	<b>Address of Recruitment Source</b>	<b>Contact Person</b>	<b>Telephone</b>	<b>Has this source requested notices?</b>
Social Media Site	Linkedin.com			No
Referral				No
NBCUniversal Careers Site	Nbcunicareers.com			No
Online Advertising				No
Current Comcast Cable/Comcast Corporate Employee				No

**JOB VACANCY  
RECRUITMENT SOURCE DATA FORM  
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Station: \_\_\_\_\_ KCSO \_\_\_\_\_

Job Title: \_\_\_\_\_ Multimedia Journalist Sports \_\_\_\_\_

Date Job Filled: \_\_\_\_\_ February 5, 2020 \_\_\_\_\_

Recruitment Source  
That Referred

Ultimate Hire: \_\_\_\_\_ Referral \_\_\_\_\_

Number of Interviewees: \_\_\_\_\_ 1 \_\_\_\_\_

<b>Name of Recruitment Source</b>	<b>Address of Recruitment Source</b>	<b>Contact Person</b>	<b>Telephone</b>	<b>Has this source requested notices?</b>
Referral				No
NBCUniversal Careers Site	Nbcunicareers.com			No
Social Media Site	Linkedin.com			No

**JOB VACANCY  
RECRUITMENT SOURCE DATA FORM  
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Station: \_\_\_\_\_ KCSO \_\_\_\_\_

Job Title: \_\_\_\_\_ Photographer \_\_\_\_\_

Date Job Filled: \_\_\_\_\_ February 14, 2020 \_\_\_\_\_

Recruitment Source  
That Referred

Ultimate Hire: \_\_\_\_\_ Referral \_\_\_\_\_

Number of Interviewees: \_\_\_\_\_ 4 \_\_\_\_\_

<b>Name of Recruitment Source</b>	<b>Address of Recruitment Source</b>	<b>Contact Person</b>	<b>Telephone</b>	<b>Has this source requested notices?</b>
Referral				No
NBCUniversal Careers Site	Nbcunicareers.com			No