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May 17, 2018

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VIA POSTING TO FCC ONLINE PUBLIC INSPECTION FILE

Lewis C. Pulley
Assistant Chief, Policy Division
Media Bureau
Federal Communications Commission

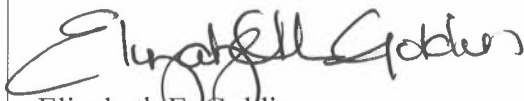
Re: **Response to Broadcast EEO Audit Letter
KKIX(FM), Fayetteville, AR, Fac. ID No. 48951**

Dear Mr. Pulley:

On behalf of Capstar TX, LLC, as debtor in possession, licensee of KKIX(FM), Fayetteville, AR and the commonly owned stations in the Fayetteville, AR station employment unit ("SEU"), the undersigned submits the SEU's response to your letter of February 26, 2018 concerning compliance with the Commission's Equal Employment Opportunity rules, 47 C.F.R. § 73.2080.¹ Per your request, this submission consists of a sworn statement by Clyde Bass, Region President, with copies of documentation responsive to your inquiry.

Should any questions arise concerning this submission, kindly contact the undersigned.

Respectfully submitted,


Elizabeth E. Goldin

¹ The SEU was granted an extension of time to file its response through May 17, 2018.

DECLARATION OF CLYDE BASS, REGION PRESIDENT

I, Clyde Bass, hereby declare as follows:

1. I am a Region President for Capstar TX LLC, as debtor in possession, the licensee of KKIX(FM), Fayetteville, AR (Fac ID# 48951), which is part of a station employment unit based in Fayetteville, Arkansas and which also includes KEZA(FM), Fayetteville, AR (Fac ID# 12702), KMXF(FM), Lowell, AR (Fac ID# 48955) and KIGL(FM), Seligman, MO (Fac ID # 35014) (the "SEU" or "Unit"). The stations in this SEU are commonly owned through subsidiaries ultimately owned and controlled by iHeartMedia, Inc., as debtor in possession (collectively, "iHeartMedia"). This Statement and relevant attachments are being submitted in response to the February 26, 2018 letter of Lewis C. Pulley, Assistant Chief of the Policy Division of the Commission's Media Bureau, concerning a random audit of the SEU's EEO compliance (the "EEO Audit Letter").

2. This SEU employs five or more full-time employees as the term is defined in the broadcast EEO rule of the Federal Communication Commission ("FCC" or the "Commission"), 47 C.F.R. § 73.2080(e)(1).

3. In response to Question 3(a) of the EEO Audit Letter, copies of the SEU's two most recent EEO Public File Reports, as described in 47 C.F.R. § 73.2080(c)(6), are appended at Attachment A.

The web addresses of the stations in this SEU are as follows: <https://kix104.iheart.com> (KKIX), <https://magic1079.iheart.com> (KEZA), <https://933theeagle.iheart.com> (KIGL), and <https://hotmix1019.iheart.com> (KMXF). A copy of the current EEO Public File Report is included on or linked to each of these websites.

The date of each full-time hire listed in the SEU's two most recent EEO Public File Reports, as required by 47 C.F.R. § 73.2080(c)(5)(vi), is included in the internal business records appended at Attachment B.

4. In response to Question 3(b) of the EEO Audit Letter, the licensee acknowledges that it is required to retain records to document its outreach to the recruitment sources used to fill its full-time positions, including the recruitment reflected in the above EEO Public File Reports. However, pursuant to the EEO Audit Letter, only one such job notice per position is included at Attachment B.

5. In response to Question 3(c) of the EEO Audit Letter, the internal business records appended at Attachment B also provide data concerning (a) the total number of interviewees for each vacancy and (b) the referral source for each interviewee for each full-time vacancy filled during the period covered by the above EEO Public File Reports.

6. In response to Question 3(d) of the EEO Audit Letter, documentation concerning the Unit's performance of four points worth of recruitment initiative activity as described in § 73.2080(c)(2) during this time period is appended at Attachment C with participating personnel noted therein. This SEU employs a total of 23 full-time employees and at least one of our

stations is located in a market with a population of more than 250,000. Accordingly, the SEU is required to perform at least four points worth of recruitment initiative activity during a two-year period measured from the date the stations in the SEU are required to file license renewal applications and the second, fourth or sixth anniversary of that date.

7. In response to Question 3(e) of the EEO Audit Letter, the licensee is aware of the following complaint filed against one or more stations in this SEU:

A complaint alleging sex discrimination and retaliation was filed against the licensee of station KKIX by Audrey R. Morton, a Promotions Director at the station(s), on 06/30/14 with the EEOC. *See #493-2014-00705*. The complaint was investigated by the EEOC and dismissed on 10/29/14. No suit was filed, and the applicable limitations period has expired.

8. In response to Question 3(f) of the EEO Audit Letter, the licensee affirms that iHeartMedia deployed an EEO compliance plan, with the assistance of outside communications counsel, known as the Broadcast Diversity Recruitment Plan (the "Recruitment Plan" or "Plan") in conjunction with the effective date of the current EEO regulations. The Plan contains directives as to how iHeartMedia SEUs are to engage in broad recruitment for job vacancies and undertake recruitment initiatives, details the required recordkeeping requirements and provides a quarterly self-assessment program.

At the corporate level, iHeartMedia assists SEUs in understanding and following the Recruitment Plan, employing a team of corporate HR specialists that respond to SEU requests for FCC EEO compliance assistance and/or that call upon outside counsel for additional guidance when warranted. Furthermore, iHeartMedia has a team of internal public inspection file auditors that surveys FCC EEO performance of iHeartMedia SEUs as part of their routine review of overall public file compliance. Finally, in connection with the deployment of HR software throughout the company, iHeartMedia HR's department has conducted training sessions for its SEUs on its hiring policies and procedures, including compliance with the FCC's EEO broad outreach rules, and continues to provide access to training on FCC EEO matters to SEUs via its online HR portal.

At the local level, our Finance Assistant recently took charge of day-to-day recruitment duties at the SEU under the supervision of the SEU's Regional Director of Finance and myself. The Finance Assistant is charged with administrating all FCC EEO recruitment and recordkeeping duties at the SEU and related software programs. The Finance Assistant role will also be tasked with quarterly updates in staff meetings addressing hiring needs and the local outreach related to same as well as pacing of the SEU's performance of recruitment initiatives. This SEU's compliance efforts include identifying iHeartMedia's efforts to afford equal employment opportunities to employees through statements disseminated in job applications and posted in conspicuous areas within the workplace.

9. In response to Question 3(g) of the EEO Audit Letter, the licensee affirms that the SEU understands that it must periodically analyze the effectiveness of its EEO recruitment program by reviewing the productivity of sources on its recruitment list and the outcome of its recruitment initiatives. The company's Recruitment Plan, through the quarterly self-assessment mechanism,

provides SEUs with a regular opportunity to consult the corporate headquarters about these issues. To boost the effectiveness of outreach efforts on an ongoing basis, the SEU includes language on its station websites encouraging qualified community organizations to contact the SEU to request its job notices. Further, the SEU has recently re-established a relationship with the Arkansas Broadcasters Association to help promote employment in the broadcast industry generally—including running on-air announcements about broadcast scholarships for state colleges—as well as publicizing the SEU’s specific openings. And, in the interest of promoting a robust pipeline of future job candidates, the SEU engages with local students through station tours and school visits and is also reaching out to area high schools to promote opportunities for students to shadow its broadcast professionals in their daily activities.

10. In response to Question 3(h) of the EEO Audit Letter, this SEU strives to comply with all federal, state and/or local laws regarding pay, benefits, seniority practices, promotions, and selection techniques and tests to ensure that the unit provides equal opportunity and does not discriminate against employees or applicants. This SEU’s employment practices are my ultimate responsibility, working in conjunction with in-house counsel at iHeartMedia corporate headquarters and, when applicable, outside employment and labor counsel.

Dated: May 17, 2018

[SIGNATURE PAGE FOLLOWS]

**SIGNATURE PAGE TO
DECLARATION OF CLYDE BASS, REGION PRESIDENT**

As of the date set forth above, I hereby declare under penalty of perjury that the foregoing is true and correct to the best of my knowledge, information and belief.


Clyde Bass

A

KEZA, KIGL, KKIX, KMXF
EEO PUBLIC FILE REPORT
February 1, 2016 - January 31, 2017¹

I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Account Executive	1, 3-4, 7	1
Traffic & Continuity Coordinator	2-4, 6-8	4
Traffic & Continuity Coordinator	1-4, 6-8	1
Receptionist	2-9	5
Finance Manager	2-4, 6-8	4

¹This Report was modified in May 2018 to address reporting issues.

KEZA, KIGL, KKIX, KMXF
EEO PUBLIC FILE REPORT
February 1, 2016 - January 31, 2017

II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	Employee Referral	N	3
2	Harding University 915 East Market Ave. Searcy, Arkansas 72149 Phone : 501-279-4454 Email : careercenter@harding.edu Megan Johnson	N	0
3	iHeartMedia.jobs 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.jobs Talent Acquisition Coordinator Manual Posting	N	0
4	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	4
5	Indeed.com (<i>not directly contacted by SEU</i>)	N	3
6	John Brown University 200 West University Siloam Springs, Arkansas 72761 Phone : 479-524-7282 Email : mba@mbaweb.org Fax : 1-479-524-7221 Dan Noyes	N	0
7	University of Arkansas - Fayetteville 1 University of Arkansas Fayetteville, Arkansas 72701 Phone : 479-575-2806 Email : recruit@uark.edu Barbara Batson	N	0
8	University of the Ozarks 415 College Ave. Clarksville, Arkansas 72830 Phone : 479-754-3839 Email : careers@ozarks.edu Kimberly Spicer	N	0

KEZA, KIGL, KKIX, KMXF
EEO PUBLIC FILE REPORT
February 1, 2016 - January 31, 2017

II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
9	Unknown (source not adequately identified upon inquiry by SEU)	N	1
TOTAL INTERVIEWS OVER REPORTING PERIOD:			11

KEZA, KIGL, KKIX, KMXF
EEO PUBLIC FILE REPORT
February 1, 2016 - January 31, 2017

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	3/31/2016	Participation in events or programs sponsored by educational institutions	Our SEU hosted students from Huntsville High School that are Anti-Tobacco Advocates with Madison County Health Coalitions for a station tour. During the tour, our SEU's Production Manager and On-Air Talent spoke with students about the skills needed to succeed in the broadcasting, industry trends, and various career opportunities.	2	Production Director Morning Show Host
2	11/19/2016	Participation in events or programs sponsored by educational institutions	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.	1	On Air Talent
3	11/29/2016	Participation in events or programs sponsored by educational institutions	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.	1	On Air Talent
4	12/13/2016	Participation in events or programs sponsored by educational institutions	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.	1	On Air Talent
5	1/7/2017	Participation in events or programs sponsored by educational institutions	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.	1	On Air Talent

KEZA, KIGL, KKIX, KMXF
EEO PUBLIC FILE REPORT
February 1, 2016 - January 31, 2017

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
6	1/11/2017	Participation in events or programs sponsored by educational institutions	Our SEU hosted a station tour for a student from Randall G. Lynch Middle School, giving an overview of various SEU positions, roles, and responsibilities while visiting various areas of station facilities.	1	Radio DJ
7	1/19/2017	Participation in events or programs sponsored by educational institutions	Our SEU hosted students from Huntsville High School that are Anti-Tobacco Advocates with Madison County Health Coalitions for a station tour. During the tour, our SEU's Production Manager/On-Air Talent and Account Executive spoke with students about the skills needed to succeed in the broadcasting, industry trends, and various career opportunities.	2	Morning Show Host Production Director
8	1/26/2017	Participation in events or programs sponsored by educational institutions	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.	1	On Air Talent

KEZA, KIGL, KKIX, KMXF
EEO PUBLIC FILE REPORT
February 1, 2017 - January 31, 2018¹

I. VACANCY LIST

See Section II, the "Master Recruitment Source List" ("MRSL") for recruitment source data

Job Title	Recruitment Sources ("RS") Used to Fill Vacancy	RS Referring Hiree
Account Executive	1-6	6
Account Executive	1-3, 5-6	6

¹This Report was modified in May 2018 to address reporting issues.

KEZA, KIGL, KKIX, KMXF
EEO PUBLIC FILE REPORT
February 1, 2017 - January 31, 2018

II. MASTER RECRUITMENT SOURCE LIST ("MRSLS")

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	DirectEmployers.org (<i>association distributing job postings to state</i> 9002 N. Purdue Rd. Ste. 100 <i>job banks throughout the US</i>) Indianapolis, Indiana 46268 Phone : 866.268.6206 DirectEmployers Association Manual Posting	N	0
2	iHeartMedia.jobs 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.jobs Talent Acquisition Coordinator Manual Posting	N	0
3	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	0
4	Indeed.com - Not Directly Contacted by SEU	N	1
5	Station On-Air Advertisement (<i>one or more SEU stations</i>) 2049 E Joyce Blvd Fayetteville, Arkansas 72703 Phone : 4795210104 Clyde Bass Manual Posting	N	0
6	Word of Mouth Referral	N	2
TOTAL INTERVIEWS OVER REPORTING PERIOD:			3

KEZA, KIGL, KKIX, KMXF
EEO PUBLIC FILE REPORT
February 1, 2017 - January 31, 2018

III. RECRUITMENT INITIATIVES

	Date	Type of Recruitment Initiative (Menu Selection)	Brief Description Of Activity	No. of Stations Participants	Participant Title
1	2/1/2017	Participation in Job Fairs	On February 1, 2017, our SEU participated in a Job Fair at Heritage High School. We had a booth and our SEU's Program Director/On-Air Talent spoke with students about the skills needed to succeed in the broadcasting industry and different career opportunities.	1	Program Director/On-Air Talent
2	4/27/2017	Participation in events or programs sponsored by educational institutions	On April 27 2017, our SEU hosted a student from Lincoln Junior High School. The student shadowed our SEU On-Air Talent and discussed the skills needed to succeed in broadcasting, industry trends and various career opportunities.	1	Program Director/On-Air Talent
3	4/28/2017	Participation in events or programs sponsored by educational institutions	On April 28 2017, our SEU hosted a student from Lincoln Junior High School. The student shadowed our SEU On-Air Talent and discussed the skills needed to succeed in broadcasting, industry trends and various career opportunities.	1	Program Director/On-Air Talent
4	5/17/2017	Participation in Job Fairs	On May 17, 2017, our SEU co-sponsored and participated in the Rogers-Lowell Area Chamber of Commerce Northwest Arkansas Spring Job Fair at the Frisco Station Mall in Rogers, AR. At the fair, our SEU spoke with attendees about career opportunities in broadcasting. Station participants included our On-Air Talent/Public Affairs Director.	1	On-Air Talent/Public Affairs Director
5	11/7/2017	Participation in events or programs sponsored by educational institutions	On November 7, 2017, our SEU hosted students from Huntsville High School that are Anti-Tobacco Advocates with Madison County Health Coalitions for a station tour. During the tour, our SEU's Production Manager/On-Air Talent and Account Executive spoke with students about the skills needed to succeed in the broadcasting, industry trends, and various career opportunities.	2	Production Manager/On-Air Talent Account Executive

B

KEZA, KIGL, KKIX, KMXF

Vacancy Data Form

Account Executive

Recruitment source referring hiree: Employee Referral

Date of hire: 6/6/2016

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Employee Referral	N	1
3	iHeartMedia.jobs 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.jobs Talent Acquisition Coordinator Manual Posting	N	0
4	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	1
7	University of Arkansas - Fayetteville 1 University of Arkansas Fayetteville, Arkansas 72701 Phone : 479-575-2806 Email : recruit@uark.edu Barbara Batson	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			2

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Account Executive

Position: Account Executive

Hire Date: June 6, 2016

This report, generated by Broadcast1Source, verifies that KEZA, KIGL, KKIX, KMXF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

iHeartMedia Stations

Job Summary:

Identifies and develops new business opportunities; keeps and grows existing client relationships; offers solutions that help clients achieve their business goals; closes business; meets set sales target.

Responsibilities

- Identifies and solicits new business; builds and maintains a full pipeline of sales prospects.
- Services and grows relationships in existing base of clients.
- Identifies client/agency needs and develops persuasive proposals to meet needs and opportunities.
- Delivers effective sales presentations.
- Steers clients based on market, platform and station information.
- Maintains client communication and ensures client satisfaction.
- Monitors competition to continually find new account leads.
- Negotiates rates based on iHeartMedia's budgets.
- Works collaboratively with internal partners to drive revenue.

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Account Executive

- Ensures prompt payments.
- Follows all station procedures for preparing orders, resolving billing issues, submitting regular reports regarding sales, pipeline lists, forecasts and competitive analysis.
- Creates effective marketing campaigns in cooperation with iHeartMedia resources.
- Generates revenue and meets/exceeds established sales targets.
- Candidate must drive their own vehicle with a valid driver's license and state-mandated auto insurance

Qualifications

- Proficient in Microsoft Office suite and social networking platforms
- Adept at prospecting and using effective consultative selling principles and practices
- Strong client service relationship-building skills
- Ability to plan and organize, set priorities and multi task in a fast-paced environment
- Negotiation and closing proficiency
- Persuasive communication skills: verbal, written and presentation
- Independent; self-motivated; competitive; assertive
- Strong problem-solving and analytical skills
- Understanding of market dynamics including demographics
- Stress tolerance especially with tight deadlines and financial pressures
- Flexibility and creativity
- Professional appearance
- Strong interpersonal skills

Work Experience

- 2+ years in media/advertising sales is preferred, but not required

Education

- High school diploma, college degree preferred

Certifications

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Account Executive

- None required

Location

FAYETTEVILLE, AR: 2049 E JOYCE BOULEVARD, SUITE 101, 72703

Position Type

Regular

The Company is an equal opportunity employer and will not tolerate discrimination in employment on the basis of race, color, age, sex, sexual orientation, gender identity or expression, religion, disability, ethnicity, national origin, marital status, protected veteran status, genetic information, or any other legally protected classification or status.

Requirements:

Experience:

Additional Information:

Contact:

https://iheartmedia.wd5.myworkdayjobs.com/job/FAYETTEVILLE-AR/Account-Executive_Req1261

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Judy Hudson at judyhudson@iheartmedia.com

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Account Executive

RS Number	Recruiting Source	Date and Time
7	University of Arkansas - Fayetteville E-mail: recruit@uark.edu	Sent: 12/15/2015 2:44:49 PM

KEZA, KIGL, KKIX, KMXF

Vacancy Data Form

Traffic & Continuity Coordinator

Recruitment source referring hiree: iHeartMediaCareers.com

Date of hire: 6/1/2016

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
2	Harding University 915 East Market Ave. Searcy, Arkansas 72149 Phone : 501-279-4454 Email : careercenter@harding.edu Megan Johnson	N	0
3	iHeartMedia.jobs 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.jobs Talent Acquisition Coordinator Manual Posting	N	0
4	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	2
6	John Brown University 200 West University Siloam Springs, Arkansas 72761 Phone : 479-524-7282 Email : mba@mbaweb.org Fax : 1-479-524-7221 Dan Noyes	N	0
7	University of Arkansas - Fayetteville 1 University of Arkansas Fayetteville, Arkansas 72701 Phone : 479-575-2806 Email : recruit@uark.edu Barbara Batson	N	0

KEZA, KIGL, KKIX, KMXF**Vacancy Data Form****Traffic & Continuity Coordinator**Recruitment source referring hiree: iHeartMediaCareers.com

Date of hire: 6/1/2016

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
8	University of the Ozarks 415 College Ave. Clarksville, Arkansas 72830 Phone : 479-754-3839 Email : careers@ozarks.edu Kimberly Spicer	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			2



State Job Bank Reporting

[Go Back](#)

Job Data

Date Acquired: 5/9/2016

Internal ID: 76182341

Company: iHeartMedia

Title: Traffic & Continuity Coordinator

City: Fayetteville

State: AR

Company Job ID: Req2669

O*Net: 13-1199.00

Original URL: https://iheartmedia.wd5.myworkdayjobs.com/en-US/External_iHM/job/Fayetteville-AR/Traffic---Continuity-Coordinator_Req2669-2

iHeartMedia Careers Posting/Website



Delivery Data

Original Delivery Date: 5/10/2016

Delivery State: AR

Job Bank Status: Job Accepted

Job Bank ID: 1636215

Job Bank URL: <https://www.arjoblink.arkansas.gov/ada/r/jobs/1636215>

Receipt Date: 5/11/2016

Receipt Transaction ID: 2352BAE2-E281-48AF-B6DB-A0BB8941412B

Job Description Data

Job Description: **Job Summary:**

Deploys commercial advertising \- configuring, monitoring, analyzing, and optimizing online and stream ad campaigns, utilizing emerging technology, applying campaign strategy, and providing unsurpassed customer service\.

Responsibilities:

â€¢ Handles all aspects of assigned stations\ (s) including placing bumped spots, rearranging spots on log in non\-competitive slots, assigning cart numbers on production orders, making sure all copies are turned in, adding daily networks to log, changing computer data when necessary\.

â€¢ Produces daily commercial logs by obtaining information, importing orders, and capturing commercial advertising schedules\.

â€¢ Enters commercial advertising schedules and maintains database by reviewing and resolving error reports with the ultimate goal of optimizing revenue\.

â€¢ Interfaces with Sales Management regarding inventory issues\.

â€¢ Collaborates with management, Account Executives and Sales Support to ensure commercial spots are executed in accordance with contract provisions\.

â€¢ Monitors changes and resolves Traffic department discrepancies\.

â€¢ Manages flow of information and service inquiries in Radio Fusion/Viero systems\.

â€¢ Coordinates with other departments to maintain commercial inventory and to provide billing information\.

â€¢ Updates Sales Managers on available inventory\.

â€¢ Plans and schedules to meet all require deadlines, \ (daily, weekly and monthly)\).

â€¢ Resolves problems among Sales, Continuity, Programming, Traffic, and Accounting\.

â€¢ Prints and distributes sales contracts, attaches printed contracts with signed orders and places in files\.

â€¢ Posts logs on a daily basis; prints log reports and files on a monthly basis\.

â€¢ Completes all network production \ (i.e., barter spots, affidavits)\.

â€¢ May perform Digital Traffic duties\.

â€¢ May require flexibility in work schedules\.

US.jobs - State Job Bank Reporting

â€¢ May back up other Traffic Coordinators when sick or on vacation, and receptionist when needed.

****Qualifications:****

â€¢ Proficient in Microsoft Office suite, social networking platforms

â€¢ Familiarity with Radio Fusion/Viero systems a plus

â€¢ Ability to learn new systems quickly

â€¢ Proven ability to read and interpret documents such as operating and maintenance instruction procedure manuals, and insertion/purchase orders

â€¢ Excellent time management; ability to plan and organize, set priorities and multi task in a fast-paced environment

â€¢ Strong attention to detail, and high work standards

â€¢ Excellent written and oral communication skills.

â€¢ Demonstrated data entry skills.

â€¢ Ability to work independently and with a team

****Work Experience:****

â€¢ Prefer 2-5 yearsâ€™ experience in automated broadcast traffic system

****Education:****

â€¢ High school diploma or equivalent

****Certifications:****

â€¢ None required

****Location:**** Fayetteville, AR: 2049 E Joyce Boulevard, Suite 101, 72703

****Position Type:**** Regular

The Company is an equal opportunity employer and will not tolerate discrimination in employment on the basis of race, color, age, sex, sexual orientation, gender identity or expression, religion, disability, ethnicity, national origin, marital status, protected veteran status, genetic information, or any other legally protected classification or status.

Current employees click here to apply and search by the Job Posting Title.

iHeartMedia, Inc. is one of the leading global media and entertainment companies specializing in radio, digital, outdoor, mobile, live events, and on-demand entertainment and information services across the nation and providing premier opportunities for advertisers.

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powered by **VERISIGN** 

KEZA, KIGL, KKIX, KMXF

Vacancy Data Form

Traffic & Continuity Coordinator

Recruitment source referring hiree: Employee Referral

Date of hire: 9/6/2016

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	Employee Referral	N	2
2	Harding University 915 East Market Ave. Searcy, Arkansas 72149 Phone : 501-279-4454 Email : careercenter@harding.edu Megan Johnson	N	0
3	iHeartMedia.jobs 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.jobs Talent Acquisition Coordinator Manual Posting	N	0
4	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	0
6	John Brown University 200 West University Siloam Springs, Arkansas 72761 Phone : 479-524-7282 Email : mba@mbaweb.org Fax : 1-479-524-7221 Dan Noyes	N	0
7	University of Arkansas - Fayetteville 1 University of Arkansas Fayetteville, Arkansas 72701 Phone : 479-575-2806 Email : recruit@uark.edu Barbara Batson	N	0

KEZA, KIGL, KKIX, KMXF**Vacancy Data Form****Traffic & Continuity Coordinator**

Recruitment source referring hiree: Employee Referral
Date of hire: 9/6/2016

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
8	University of the Ozarks 415 College Ave. Clarksville, Arkansas 72830 Phone : 479-754-3839 Email : careers@ozarks.edu Kimberly Spicer	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			2

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Traffic & Continuity Coordinator

Position: Traffic & Continuity Coordinator

Hire Date: September 6, 2016

This report, generated by Broadcast1Source, verifies that KEZA, KIGL, KKIX, KMXF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

iHeartMedia Stations

Job Summary:

Deploys commercial advertising -- configuring, monitoring, analyzing, and optimizing online and stream ad campaigns, utilizing emerging technology, applying campaign strategy, and providing unsurpassed customer service.

Responsibilities

- Handles all aspects of assigned stations(s) including placing bumped spots, rearranging spots on log in non-competitive slots, assigning cart numbers on production orders, making sure all copies are turned in, adding daily networks to log, changing computer data when necessary.
- Produces daily commercial logs by obtaining information, importing orders, and capturing commercial advertising schedules.
- Enters commercial advertising schedules and maintains database by reviewing and resolving error reports with the ultimate goal of optimizing revenue.
- Interfaces with Sales Management regarding inventory issues.
- Collaborates with management, Account Executives and Sales Support to ensure commercial spots are executed in accordance with contract provisions.
- Monitors changes and resolves Traffic department discrepancies.

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Traffic & Continuity Coordinator

- Manages flow of information and service inquiries in Radio Fusion/Viero systems.
- Coordinates with other departments to maintain commercial inventory and to provide billing information.
- Updates Sales Managers on available inventory.
- Plans and schedules to meet all require deadlines, (daily, weekly and monthly).
- Resolves problems among Sales, Continuity, Programming, Traffic, and Accounting.
- Prints and distributes sales contracts, attaches printed contracts with signed orders and places in files.
- Posts logs on a daily basis; prints log reports and files on a monthly basis.
- Completes all network production (i.e., barter spots, affidavits).
- May perform Digital Traffic duties.
- May require flexibility in work schedules.
- May back up other Traffic Coordinators when sick or on vacation, and receptionist when needed.

Qualifications

- Proficient in Microsoft Office suite.
- Familiarity with Salesforce/Viero systems a plus
- Ability to learn new systems quickly
- Proven ability to read and interpret documents such as operating and maintenance instruction procedure manuals, and insertion/purchase orders
- Excellent time management; ability to plan and organize, set priorities and multi task in a fast-paced environment
- Strong attention to detail, and high work standards
- Excellent written and oral communication skills.
- Demonstrated data entry skills.
- Ability to work independently and with a team

Work Experience

- Prefer 2-5 years' experience in automated broadcast traffic system

Education

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Traffic & Continuity Coordinator

- High school diploma or equivalent

Certifications

- None required

Location

Fayetteville, AR: 2049 E Joyce Boulevard, Suite 101, 72703

Position Type

Regular

The Company is an equal opportunity employer and will not tolerate discrimination in employment on the basis of race, color, age, sex, sexual orientation, gender identity or expression, religion, disability, ethnicity, national origin, marital status, protected veteran status, genetic information, or any other legally protected classification or status.

Requirements:

Experience:

Additional Information:

Contact:

https://iheartmedia.wd5.myworkdayjobs.com/External_iHM/job/Fayetteville-AR/Traffic---Continuity-Coordinator_Req3632

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Judy Hudson at judyhudson@iheartmedia.com

KEZA, KIGL, KKIX, KMXF**Fax and E-mail verification summary report for Traffic & Continuity Coordinator**

RS Number	Recruiting Source	Date and Time
2	Harding University E-mail: careercenter@harding.edu	Sent: 7/28/2016 2:55:59 PM
6	John Brown University Fax: 1-479-524-7221	Sent: 7/28/2016 3:24:58 PM
7	University of Arkansas - Fayetteville E-mail: recruit@uark.edu	Sent: 7/28/2016 2:55:59 PM
8	University of the Ozarks E-mail: careers@ozarks.edu	Sent: 7/28/2016 2:56:00 PM

KEZA, KIGL, KKIX, KMXF

Vacancy Data Form

Receptionist

Recruitment source referring hiree: Indeed.com

Date of hire: 11/7/2016

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
2	Harding University 915 East Market Ave. Searcy, Arkansas 72149 Phone : 501-279-4454 Email : careercenter@harding.edu Megan Johnson	N	0
3	iHeartMedia.jobs 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.jobs Talent Acquisition Coordinator Manual Posting	N	0
4	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	0
5	Indeed.com (<i>not directly contacted by SEU</i>)	N	3
6	John Brown University 200 West University Siloam Springs, Arkansas 72761 Phone : 479-524-7282 Email : mba@mbaweb.org Fax : 1-479-524-7221 Dan Noyes	N	0
7	University of Arkansas - Fayetteville 1 University of Arkansas Fayetteville, Arkansas 72701 Phone : 479-575-2806 Email : recruit@uark.edu Barbara Batson	N	0

KEZA, KIGL, KKIX, KMXF

Vacancy Data Form

Receptionist

Recruitment source referring hiree: Indeed.com

Date of hire: 11/7/2016

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
8	University of the Ozarks 415 College Ave. Clarksville, Arkansas 72830 Phone : 479-754-3839 Email : careers@ozarks.edu Kimberly Spicer	N	0
9	Unknown (source not adequately identified upon inquiry by SEU)	N	1
TOTAL INTERVIEWS OVER REPORTING PERIOD:			4



State Job Bank Reporting

[Go Back](#)

Job Data

Date Acquired: 9/7/2016
Internal ID: 81716633
Company: iHeartMedia
Title: Receptionist
City: Fayetteville
State: AR
Company Job ID: Req4079
O*Net: 43-4171.00

iHeartMedia Careers Posting/Website



Original URL: https://iheartmedia.wd5.myworkdayjobs.com/en-US/External_iHM/job/Fayetteville-AR/Receptionist_Req4079-1

Delivery Data

Original Delivery Date: 9/7/2016
Delivery State: AR
Job Bank Status: Job Accepted
Job Bank ID: 1773311
Job Bank URL: <https://www.arjoblink.arkansas.gov/ada/rjjobs/1773311>
Receipt Date: 9/8/2016

Receipt Transaction ID: CDA76DBD-0360-45D4-B13C-2F047987A8AE

Job Description Data

Job Description: **Job Summary:**

Functions as the public face of the business, greeting a wide range of visitors; performs a full range of duties including answering and routing telephone calls, record keeping, administrative and clerical work.

Responsibilities:

â€¢ Routes incoming and outgoing telephone calls at switchboard or multi-line phone.

â€¢ Takes and distributes messages as appropriate.

â€¢ Greets visitors, issues visitor passes, maintains visitor logs, notifies party of visitor arrival and/or directs visitor to designated area.

â€¢ Responds to routine inquiries regarding office location, hours of operation, etc.

â€¢ May schedule meeting rooms, prepare basic correspondence, organize and distribute mail, receive and send courier packages, etc.

Qualifications:

â€¢ Professionalism: makes a good 1st impression; demonstrates respectful, friendly and welcoming behavior; exhibits speech, appearance, body language, mannerisms, and dress appropriate to the environment; maintains professional work surroundings

â€¢ Ability to learn new systems and processes quickly

â€¢ Collaboration with others

â€¢ Stress tolerance: composure when faced with difficult/demanding situations and/or personalities

â€¢ Ability to multitask, e.g., handle simultaneous incoming calls and visitors

â€¢ Proficiency in Microsoft Office Suite and social media platforms

â€¢ Demonstrates initiative to find answers to inquiries from guests, staff and self

â€¢ Uses professional telephone skills

â€¢ Takes responsibility & accountability for assignments or tasks

â€¢ Time management: shows attention to detail; meets deadlines; arranges for back-up when not in the office; is punctual

â€¢ Adapts to shifts in priorities and/or tasks

****Work Experience:****

â€¢ 0\1\+ yearâ€™s experience in a similar role

â€¢ Familiarity with similar phone system a plus

****Education:****

â€¢ 4\-year college degree preferred

****Certifications:****

â€¢ None required

****Location:**** Fayetteville, AR: 2049 E Joyce Boulevard, Suite 101, 72703

****Position Type:**** Regular

The Company is an equal opportunity employer and will not tolerate discrimination in employment on the basis of race, color, age, sex, sexual orientation, gender identity or expression, religion, disability, ethnicity, national origin, marital status, protected veteran status, genetic information, or any other legally protected classification or status.

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Current employees click here to apply and search by the Job Posting Title\ .

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The .JOBS Top Level Domain is endorsed by HR Policy Association, The Public Policy Association of Chief Human Resource Officers.

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KEZA, KIGL, KKIX, KMXF

Vacancy Data Form

Finance Manager

Recruitment source referring hiree: iHeartMediaCareers.com

Date of hire: 1/3/2017

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
2	Harding University 915 East Market Ave. Searcy, Arkansas 72149 Phone : 501-279-4454 Email : careercenter@harding.edu Megan Johnson	N	0
3	iHeartMedia.jobs 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.jobs Talent Acquisition Coordinator Manual Posting	N	0
4	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	1
6	John Brown University 200 West University Siloam Springs, Arkansas 72761 Phone : 479-524-7282 Email : mba@mbaweb.org Fax : 1-479-524-7221 Dan Noyes	N	0
7	University of Arkansas - Fayetteville 1 University of Arkansas Fayetteville, Arkansas 72701 Phone : 479-575-2806 Email : recruit@uark.edu Barbara Batson	N	0

KEZA, KIGL, KKIX, KMXF**Vacancy Data Form****Finance Manager**

Recruitment source referring hiree: iHeartMediaCareers.com

Date of hire: 1/3/2017

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
8	University of the Ozarks 415 College Ave. Clarksville, Arkansas 72830 Phone : 479-754-3839 Email : careers@ozarks.edu Kimberly Spicer	N	0
TOTAL INTERVIEWS OVER REPORTING PERIOD:			1

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Finance Manager

Position: Finance Manager

Hire Date: January 3, 2017

This report, generated by Broadcast1Source, verifies that KEZA, KIGL, KKIX, KMXF used Broadcast1Source to provide the following notice to the identified recruiting sources at the dates and times listed below.

To

All recruiting agencies listed in the report below

Subject: Job Notification from Broadcast1Source

From: contact@broadcast1source.com

Details:

Current employees and contingent workers click [here](#) to apply and search by the Job Posting Title.

iHeartMedia Stations

Job Summary:

Reports directly to the Finance Director, the Finance Manager will help lead the finance department within one or multiple markets. The position will support the Market President (s), sales, programming and operations with financial reporting, general business decisions, research, inquiries, proactive analysis and projects. In addition, this role will implement and maintain adherence to policy and procedure over market accounting and implement best practices. Position is responsible for the accuracy and timeliness of all market reporting, including budgets and forecasts.

Develop annual budgets utilizing financial industry tools and metrics

- Provide variance analysis to forecast, budget and prior year as part of the month-end review process, board preparation
- Reconcile headcount
- Develop and responsible for forecasts and forecast variance analysis
- Work with sales, operations and general management to identify and track cost savings initiatives
- Review financial statements with general management
- Assist corporate, general management, finance, sales and operations with special projects, audits, reporting,

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Finance Manager

inquiries, policy deployment or other business projects and initiatives

- Participate in finance or other business meetings to stay apprised of business issues and company strategy; participate in other weekly staff or department meetings
- Engage in proactive analysis to drive revenue growth and profit generation via scenario analyses, rate reviews, occupancy studies etc.
- Oversee payroll function, ensure bonuses are correctly calculated and entered and review all reports
- Perform various month-end close activities, assisting with requests to facilitate a timely close process
- Review and approve vendor invoices
- Review sales commission calculations
- Assist sales with client relation issues as needed
- Review aging receivable reports and accounts as appropriate
- Review and approve expense reports

Qualifications:

- Bachelor's degree in business, finance, accounting, economics or related field or equivalent work experience required.
- MS/MBA preferred.
- At least 4 years of financial experience, including hands-on FP&A experience.
- Skills in Microsoft office (Word, Excel, PowerPoint, Outlook, etc.).
- Experience leading the preparation of long-range forecasts, annual budgets, short-term plans, and healthy rolling forecasts.
- Strong understanding of accounting processes, procedures and internal controls.
- Strong analytical abilities and ability to communicate analytical findings both verbally and in written form (through formal presentations, PowerPoint).
- Ability to research and identify problems, develop proposals, conduct analysis independently and in collaboration with others. High accuracy with numbers.
- Familiarity with financial systems such as Cognos a plus.
- Ability to lead & execute in multi-task, fast-paced dynamic environment.

KEZA, KIGL, KKIX, KMXF

Fax and E-mail verification summary report for Finance Manager

Location

Fayetteville, AR: 2049 E Joyce Boulevard, Suite 101, 72703

Position Type

Regular

The Company is an equal opportunity employer and will not tolerate discrimination in employment on the basis of race, color, age, sex, sexual orientation, gender identity or expression, religion, disability, ethnicity, national origin, marital status, protected veteran status, genetic information, or any other legally protected classification or status.

Our organization participates in E-Verify. Click [here](#) to learn about E-Verify.

Current employees and contingent workers click [here](#) to apply and search by the Job Posting Title.

Requirements:

Experience:

Additional Information:

Contact:

https://iheartmedia.wd5.myworkdayjobs.com/External_iHM/job/Fayetteville-AR/Finance-Manager_Req4754

Job posted by an EQUAL EMPLOYMENT OPPORTUNITY EMPLOYER

IMPORTANT

This fax or email has been sent using the services provided by Broadcast1Source. If you want to change your contact details, please email Steve Parrott at steveparrott@iheartmedia.com

KEZA, KIGL, KKIX, KMXF**Fax and E-mail verification summary report for Finance Manager**

RS Number	Recruiting Source	Date and Time
2	Harding University E-mail: careercenter@harding.edu	Sent: 11/9/2016 5:58:11 PM
6	John Brown University Fax: 1-479-524-7221	Sent: 11/9/2016 6:00:13 PM
7	University of Arkansas - Fayetteville E-mail: recruit@uark.edu	Sent: 11/9/2016 5:58:11 PM
8	University of the Ozarks E-mail: careers@ozarks.edu	Sent: 11/9/2016 5:58:13 PM

KEZA, KIGL, KKIX, KMXF

Vacancy Data Form

Account Executive

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 6/26/2017

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	DirectEmployers.org (<i>association distributing job postings to state</i> 9002 N. Purdue Rd. Ste. 100 <i>job banks throughout the US</i>) Indianapolis, Indiana 46268 Phone : 866.268.6206 DirectEmployers Association Manual Posting	N	0
2	iHeartMedia.jobs 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.jobs Talent Acquisition Coordinator Manual Posting	N	0
3	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	0
4	Indeed.com - Not Directly Contacted by SEU	N	1
5	Station On-Air Advertisement (<i>one or more SEU stations</i>) 2049 E Joyce Blvd Fayetteville, Arkansas 72703 Phone : 4795210104 Clyde Bass Manual Posting	N	0
6	Word of Mouth Referral	N	1
TOTAL INTERVIEWS OVER REPORTING PERIOD:			2

Advertiser No:	262684	Order No:	1115240304
Start Date:	05/21/2017	Co-op:	No
End Date:	07/02/2017	Package:	No
Month Type:	Calendar	Agency Comm.:	0%
Revision #:	41		
CPE:			
AE:	Foster, Laurie		
Entered:	05/18/2017 11:11 AM by Fusion		
Last Update:	06/30/2017 11:11 AM by LDooley		
Note:	AE Recruitment		
Note 2:			
Spl Req Inv:			

Fayetteville House

2049 E Joyce Blvd Ste 101

Fayetteville, AR 72703

Market Station	Bind To	Start Date	End Date	No Of Weeks	Rate Rev. Type	Skip	W	M	T	W	T	F	S	S	Spots/ W.	Spot Length	Ord Spots	Ord Cost
1 Fayetteville KEZA-FM	06:00-23:59 Commercial	05/21/17	05/21/17	1	0.00 Local-Direct	0								x	10	30	10	0.00
2 Fayetteville KEZA-FM	06:00-23:59 Commercial	05/22/17	07/02/17	6	0.00 Local-Direct	0	x	x	x	x	x	x	x	x	25	30	150	0.00
3 Fayetteville KIGL-FM	06:00-23:59 Commercial	05/21/17	05/21/17	1	0.00 Local-Direct	0								x	10	30	10	0.00
4 Fayetteville KKIX-FM	06:00-23:59 Commercial	05/21/17	05/21/17	1	0.00 Local-Direct	0								x	10	30	10	0.00
5 Fayetteville KMXF-FM	06:00-23:59 Commercial	05/21/17	05/21/17	1	0.00 Local-Direct	0								x	10	30	10	0.00
6 Fayetteville KIGL-FM	06:00-23:59 Commercial	05/22/17	07/02/17	6	0.00 Local-Direct	0	x	x	x	x	x	x	x	x	25	30	150	0.00
7 Fayetteville KKIX-FM	06:00-23:59 Commercial	05/22/17	07/02/17	6	0.00 Local-Direct	0	x	x	x	x	x	x	x	x	25	30	150	0.00
8 Fayetteville KMXF-FM	06:00-23:59 Commercial	05/22/17	07/02/17	6	0.00 Local-Direct	0	x	x	x	x	x	x	x	x	25	30	150	0.00

KEZA, KIGL, KKIX, KMXF

Vacancy Data Form

Account Executive

Recruitment source referring hiree: Word of Mouth Referral

Date of hire: 9/25/2017

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS
1	DirectEmployers.org (<i>association distributing job postings to state</i> 9002 N. Purdue Rd. Ste. 100 <i>job banks throughout the US</i>) Indianapolis, Indiana 46268 Phone : 866.268.6206 DirectEmployers Association Manual Posting	N	0
2	iHeartMedia.jobs 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmedia.jobs Talent Acquisition Coordinator Manual Posting	N	0
3	iHeartMediaCareers.com 20880 Stone Oak Pkwy San Antonio, Texas 78258 Phone : 210-253-5126 Url : http://www.iheartmediacareers.com Talent Acquisition Coordinator Manual Posting	N	0
5	Station On-Air Advertisement (<i>one or more SEU stations</i>) 2049 E Joyce Blvd Fayetteville, Arkansas 72703 Phone : 4795210104 Clyde Bass Manual Posting	N	0
6	Word of Mouth Referral	N	1
TOTAL INTERVIEWS OVER REPORTING PERIOD:			1



State Job Bank Reporting

[Go Back](#)

Job Data

Date Acquired: 9/11/2017
Internal ID: 99421962
Company: iHeartMedia
Title: Account Executive
City: Fayetteville
State: AR
Company Job ID: Req8135
O*Net: 41-3099.00
Original URL: https://iheartmedia.wd5.myworkdayjobs.com/External_iHM/job/Fayetteville-AR/Account-Executive_Req8135

Directemployers.org / State Job Bank

Delivery Data

Original Delivery Date: 9/13/2017
Delivery State: AR
Job Bank Status: Job Accepted ✓
Job Bank ID: 2030680
Job Bank URL: <https://www.arjoblink.arkansas.gov/ada/r/jobs/2030680>
Receipt Date: 9/14/2017

Receipt Transaction ID: 0087772E-AD8E-4BED-BCD3-749B149B15DB

Job Description Data

Job Description: Current employees and contingent workers click here at [https://wd5.myworkday.com/iheartmedia/d/task/3005\\$4482.html](https://wd5.myworkday.com/iheartmedia/d/task/3005$4482.html) to apply and search by the Job Posting Title.

iHeartMedia Stations

Job Summary:

Identifies and develops new business opportunities; keeps and grows existing client relationships; offers solutions that help clients achieve their business goals; closes business; meets set sales target.

Responsibilities

- â€¢ Identifies and solicits new business; builds and maintains a full pipeline of sales prospects.
- â€¢ Services and grows relationships in existing base of clients.
- â€¢ Identifies client/agency needs and develops persuasive proposals to meet needs and opportunities.
- â€¢ Delivers effective sales presentations.
- â€¢ Steers clients based on market, platform and station information.
- â€¢ Maintains client communication and ensures client satisfaction.
- â€¢ Monitors competition to continually find new account leads.
- â€¢ Negotiates rates based on iHeartMedia's budgets.
- â€¢ Works collaboratively with internal partners to drive revenue.
- â€¢ Ensures prompt payments.
- â€¢ Follows all station procedures for preparing orders, resolving billing issues, submitting regular reports regarding sales, pipeline lists, forecasts and competitive analysis.
- â€¢ Creates effective marketing campaigns in cooperation with iHeartMedia resources.
- â€¢ Generates revenue and meets/exceeds established sales targets.
- â€¢ Candidate must drive their own vehicle with a valid driver's license and state-mandated auto insurance

Qualifications

US.jobs - State Job Bank Reporting

- â€¢ Proficient in Microsoft Office suite and social networking platforms
- â€¢ Adept at prospecting and using effective consultative selling principles and practices
- â€¢ Strong client service relationship-building skills
- â€¢ Ability to plan and organize, set priorities and multi task in a fast-paced environment
- â€¢ Negotiation and closing proficiency
- â€¢ Persuasive communication skills: verbal, written and presentation
- â€¢ Independent; self-motivated; competitive; assertive
- â€¢ Strong problem-solving and analytical skills
- â€¢ Understanding of market dynamics including demographics
- â€¢ Stress tolerance especially with tight deadlines and financial pressures
- â€¢ Flexibility and creativity
- â€¢ Professional appearance
- â€¢ Strong interpersonal skills

Work Experience

- â€¢ 2+ years in media/advertising sales is preferred, but not required
- â€¢ Salesforce experience is a plus

Education

- â€¢ High school diploma, college degree preferred

Certifications

- â€¢ None required

Location

Fayetteville, AR: 2049 E Joyce Boulevard, Suite 101, 72703

Position Type

Regular

The Company is an equal opportunity employer and will not tolerate discrimination in employment on the basis of race, color, age, sex, sexual orientation, gender identity or expression, religion, disability, ethnicity, national origin, marital status, protected veteran status, genetic information, or any other legally protected classification or status.

Our organization participates in E-Verify. Click here at <http://iheartmediacareers.com/Pages/EEO.aspx> to learn about E-Verify.

Current employees and contingent workers click here at [https://wd5.myworkday.com/iheartmedia/d/task/3005\\$1999.html](https://wd5.myworkday.com/iheartmedia/d/task/3005$1999.html) to apply and search by the Job Posting Title.

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KEZA, KIGL, KKIX, KMXF
RECRUITMENT INITIATIVES FORM
February 1, 2016 – January 31, 2017

	Type of Recruitment Initiative (Menu Selection)	Date	Brief Description of Activity & Scope of Broadcaster's Participation <i>(where applicable, include job title(s) of station staff involved in the activity)</i>
1.	Participate in events or programs sponsored by educational institutions	03/31/2016	Our SEU hosted students from Huntsville High School that are Anti-Tobacco Advocates with Madison County Health Coalitions for a station tour. During the tour, our SEU's Production Manager and On-Air Talent spoke with students about the skills needed to succeed in the broadcasting, industry trends, and various career opportunities.
2.	Participate in events or programs sponsored by educational institutions	11/19/2016	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.
3.	Participate in events or programs sponsored by educational institutions	11/29/2016	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.
4.	Participate in events or programs sponsored by educational institutions	12/13/2016	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.
5.	Participate in events or programs sponsored by educational institutions	01/07/2017	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.
6.	Participate in events or programs sponsored by educational institutions	01/11/2017	Our SEU hosted a station tour for a student from Randall G. Lynch Middle School, giving an overview of various SEU positions, roles, and responsibilities while visiting various areas of station facilities.
7.	Participate in events or programs sponsored by educational institutions	01/19/2017	Our SEU hosted students from Huntsville High School that are Anti-Tobacco Advocates with Madison County Health Coalitions for a station tour. During the tour, our SEU's Production Manager/On-Air Talent and Account Executive spoke with students about the skills needed to succeed in the broadcasting, industry trends, and various career opportunities.
8.	Participate in events or programs sponsored by educational institutions	01/26/2017	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.



FAYETTEVILLE PUBLIC SCHOOLS



To: Whom it Concerns

From: Nika West , Fayetteville High School Wrestling Coach

Subject: Volunteer Help

This is to certify that, Allen Woody, from KIX 104 / I-Heart Media served as the Fayetteville Wrestling public announcer and discussed careers in broadcasting with interested students.

Mr. Woody has been a public announcer for the Fayetteville Wrestling team for two years. His commitments over the last two years have included:

11/19/16 – Bulldog JV Tournament

11/29/16 – Fayetteville vs Northside / Southside

12/13/16 – Fayetteville vs Rogers / Heritage

1/7/17 – Fayetteville Bulldog Invitational

1/26/17 – Fayetteville vs Van Buren

Thank you,

Nika West, Head Wrestling Coach Fayetteville high

Bass, Clyde

Subject: Madison County Coalition

From: Bokie Alpe-Cleghorn
Sent: Friday, January 6, 2017 11:46 AM
To: Parker, Susan
Subject: MCHC

Hey Susan,

MCHC with all the kids wants to tour Jan 19 at 10 am.

Bokie Alpe-Cleghorn
79 Colt Sq. #1
Fayetteville, AR 72703
479-521-3008 fax/phone
479-841-5695 cell



Farmington School District
Randall G. Lynch Middle School

359 Rheas Mill Rd.
Farmington, AR 72730



January 11, 2017

Jake McBride
Radio DJ
KKix 104 Radio Station
2049 E Joyce Blvd #101
Fayetteville, AR 72703

Dear Mr. McBride,

I would just like to thank you for letting me have this wonderful experience getting to hang out with all of you. I got to see what really goes on in the work place. I am grateful for all the wonderful advice and information I will use this for a future in this career.

I shared my experiences with my friends and family, and they thought they were quiet funny and so did I. I would also like to thank Ashley for taking me to lunch, I had a fun time. Also Woody thanks for showing me all that stuff on the computer and teaching how to say people call me Reis in Russian I think that's what it was. Jake thanks for teaching me how to do the remotes. I will consider a future in this career.

Now that I am considering a radio DJ as a career, I will set some goals towards that. I thank you for giving me the opportunity to explore the radio and entertainment field!

Sincerely,

Rels

KEZA, KIGL, KKIX, KMXF
RECRUITMENT INITIATIVES FORM
February 1, 2017 – January 31, 2018

	Type of Recruitment Initiative (Menu Selection)	Date	Brief Description of Activity & Scope of Broadcaster's Participation <i>(where applicable, include job title(s) of station staff involved in the activity)</i>
1.	Participate in Job Fairs	02/01/2017	Our SEU participated in a Job Fair at Heritage High School. We had a booth and our SEU's Program Director/On-Air Talent spoke with students about the skills needed to succeed in the broadcasting industry and different career opportunities.
2.	Participate in events or programs sponsored by educational institutions	04/27/2017	Our SEU hosted a student from Lincoln Junior High School. The student shadowed our SEU On-Air Talent and discussed the skills needed to succeed in broadcasting, industry trends and various career opportunities.
3.	Participate in events or programs sponsored by educational institutions	04/28/2017	Our SEU hosted a student from Lincoln Junior High School. The student shadowed our SEU On-Air Talent and discussed the skills needed to succeed in broadcasting, industry trends and various career opportunities.
4.	Participate in Job Fairs	05/17/2017	Our SEU co- sponsored and participated in the Rogers-Lowell Area Chamber of Commerce Northwest Arkansas Spring Job Fair at the Frisco Station Mall in Rogers, AR. At the fair, our SEU spoke with attendees about career opportunities in broadcasting. Station participants included our On-Air Talent/Public Affairs Director.
5.	Participate in events or programs sponsored by educational institutions	11/07/2017	Our SEU hosted students from Huntsville High School that are Anti-Tobacco Advocates with Madison County Health Coalitions for a station tour. During the tour, our SEU's Production Manager/On-Air Talent and Account Executive spoke with students about the skills needed to succeed in the broadcasting, industry trends, and various career opportunities.
6.	Participate in events or programs sponsored by educational institutions	11/11/2017	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.
7.	Participate in events or programs sponsored by educational institutions	11/18/2017	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.
8.	Participate in events or programs sponsored by educational institutions	01/05/2018	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.
9.	Participate in events or programs sponsored by educational institutions	01/11/2018	An on-air talent from KKIX, our country station, visited Fayetteville, AR High School to serve as a public announcer during the wrestling team meets. At these events, he takes the opportunity to visit with interested students and discuss career paths in broadcasting.

Alcorn, Stephanie

From: Vest_Zachary (ZVEST) [mailto:zvest@rps.k12.ar.us]

Sent: Thursday, February 2, 2017 8:42 AM

To: iamaral@nwacc.edu; sbobbitt@nwacc.edu; travis.a.robinson8.mil@mail.mil; icox@hiarch.com; Rvank130@gmail.com; sbrownell@afcu.org; karen.e.olds.mil@mail.mil; kreed006@drury.edu; gail.ward@nabholz.com; sheila.majors@jbhunt.com; slastra@nwti.edu; mijames@arvest.com; amkoenig@uark.edu; KEReznicek@uams.edu; Shanda.Nickson@walmart.com; mpruitt1@harding.edu; pcook@pittstate.edu; Kerry.bennett@mercy.net; jeffrey.w.pryor@ice.dhs.gov; rarcija@uark.edu; dpequeno@bgcbentoncounty.org; grounds@rogersar.gov; kfoster@rogersar.gov; Amber.hernandez@walmart.com; piones@crcrawford.com; alopez3@atu.edu; tblugge@ozarks.edu; jim.swearingen@craftontull.com; hilh@hendrix.edu; crbrown@uca.edu; jdickey@rogersar.gov; mgutierrez@ibu.edu; accollier@ualr.edu; mccurrenf@william.jewell.edu; thiopp@habitatbentoncounty.org; lbrence@knwa.com; sara.staley@staffmark.com; education@bwdh2o.org; [Caldwell_Brig \(@CALDWEL\) <bcaidwel@rps.k12.ar.us>; scott.lewis@fmcorp.com](mailto:Caldwell_Brig (@CALDWEL) <bcaidwel@rps.k12.ar.us>; scott.lewis@fmcorp.com); Routledge-t@mssu.edu; mvanatta@rogersar.gov; Steele, Jay <JaySteele@iheartmedia.com>; ifranklin1@nwacc.edu; samantha@nwanaturals.com; jeffrey.stangeland09@gmail.com; tyler.p.smith24@mail.mil; smcgarrah@pmtsarkansas.com; jared@canadaco.com

Subject: HHS Career Fair Survey

Good morning,

Thank you all again for attending the Heritage High School Career and Job Fair yesterday. We had many students exposed to not only your thoughtful information and candid answers to their questions, but also an abundance of kindness and patience! We appreciate all of you who took time out of your busy schedules to make the journey to our campus.

If you could perform one last task in helping us improve the fair in the years ahead by taking a few minutes to complete the survey located at the link below, I'd be appreciative. (A big shout out to those who have already done so!)

If you did not attend our fair but can forward this e-mail on to the person(s) who went, please do so.

The survey can be accessed here: tinyurl.com/hhsfairsurvey2017

See you next year,

Zach

VITAL LINK STUDENT INTERNSHIP ENROLLMENT FORM 2016-2017

DATES - 8TH grade Lincoln Junior High students will job shadow **Thursday, April 27th and Friday, April 28th** through the Vital Link Internship program.

TRANSPORTATION - If parents are unable to transport their student, the district will provide buses to locations within the cities of Bentonville, Bella Vista, or Rogers.

Job shadowing hours are reduced significantly for students being bussed due to time constraints.

If students use the bus for their transportation, they must ride it both days, as well as both ways (morning & afternoon).

Likewise, if parents provide transportation for their student, they must do so both days, as well as both ways (morning & afternoon).

Complete all 5 boxes of this form and return to teacher no later than December 16, 2016 (fall students) & March 17, 2017 (spring students)

(Please Print in Ink)
 Student's Name Ajalivha
 Parent/Guardian Name Kimberly
 Parent Day/Cell phone _____

Mentor (person student is shadowing) must fill out this box completely
James Wilson
 (Example: 8:00am-3:00 pm)
James Wilson
James Wilson
James Wilson
James Wilson

Student needs to ride the school bus to and from their job.
 YES NO
 Student has permission to travel off jobsite with mentor.
 YES NO

Mentor fills this out.
James Wilson
James Wilson
James Wilson

PARENT/GUARDIAN/STUDENT AGREEMENTS

- I have reviewed and agreed to the policies and procedures of the Vital Link Program for my student.
- I understand that no student will be allowed to participate until this form is returned and signed by student's parent or guardian.
- I understand that my student will be randomly placed at the work sites, if he/she does not secure their own placement.
- I understand that I am responsible for my student's conduct at the shadowing site.
- I give permission for my child to receive emergency medical treatment in case of injury or illness.
- I release the business from responsibility should an accident occur.
- I understand that school personnel will not be present when my student is at their job shadowing site.
- My child has allergies that would keep him/her from being placed at a work site? (Ex: animals, peanuts, etc.) Circle: NO / YES: explain _____
- I certify that my daughter/ son, _____, has my permission to participate in the Lincoln Junior High Vital Link Internship Program.

Signed this _____ day of _____, 20____. (Parent) _____ (Student) _____

If you have questions, please contact James Wilson - jameswilson@bentonvillek12.org or Jennifer Scott - jesscott@bentonvillek12.org

VITAL LINK STUDENT INTERNSHIP ENROLLMENT FORM 2016-2017

DATES - 8TH grade Lincoln Junior High students will job shadow **Thursday, April 27th and Friday, April 28th** through the Vital Link Internship program.

TRANSPORTATION - If parents are unable to transport their student, the district will provide buses to locations within the cities of Bentonville, Bella Vista, or Rogers.

Job shadowing hours are reduced significantly for students being bussed due to time constraints.

If students use the bus for their transportation, they must ride it both days, as well as both ways (morning & afternoon).

Likewise, if parents provide transportation for their student, they must do so both days, as well as both ways (morning & afternoon).

Complete all 5 boxes of this form and return to teacher no later than December 16, 2016 (fall students) & March 17, 2017 (spring students)

(Please Print in Ink)
 Student's Name Audace
 Parent/Guardian email _____
 Parent/Guardian Name _____
 Parent Day/Cell phone _____

Mentor (person student is shadowing) must fill out this box completely
 Name of Mentor Jay Steele Hours to shadow 6:30-2:00 pm
 (Example: 8:00am-3:00 pm)
 Department Prep assistance
 Company Name Ilka Amca
 Company Street Address 20549 East Joyce Blvd City/State/Zip Fayetteville AR 72703
 Mentor Work/Cell Number 479-695-4031 Mentor e-mail jsteele@ilkaamca.com
 Day/Cell phone _____ Mentor's signature Jay Steele

Student needs to ride the school bus to and from their job.
 YES NO
 Student has permission to travel off jobsite with mentor.
 YES NO

Mentor fills this out.
 Lunch for both days: (Bring lunch) (Bring money) _____ (Mentor will provide)
 Proper clothing type: (Business dress) (Business casual) _____ (Business casual)
(Jeans or scrubs or workout)

PARENT/GUARDIAN/STUDENT AGREEMENTS

- I have reviewed and agreed to the policies and procedures of the Vital Link Program for my student.
- I understand that no student will be allowed to participate until this form is returned and signed by student's parent or guardian.
- I understand that my student will be randomly placed at the work sites, if he/she does not secure their own placement.
- I understand that I am responsible for my student's conduct at the shadowing site.
- I give permission for my child to receive emergency medical treatment in case of injury or illness.
- I release the business from responsibility should an accident occur.
- I understand that school personnel will not be present when my student is at their job shadowing site.
- My child has allergies that would keep him/her from being placed at a work site? (Ex. animals, peanuts, etc.) Circle: NO / YES: explain _____
- I certify that my daughter/ son, Audace Boxberger has my permission to participate in the Lincoln Junior High Vital Link Internship Program.

Signed this 15 day of March 2017 (Parent) Audace Boxberger (Student) Audace Boxberger

If you have questions, please contact James Wilson - jameswilson@bentonvilok12.org or Jennifer Scott - jscott@bentonvilok12.org

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[Click Here](#) for a print-friendly version of the primary content on this page.

2017 Northwest Arkansas Spring Job Fair

This event is no longer active.

Wednesday, May 17, 2017 10:00 AM - 4:00 PM EST

Frisco Station Mall 100. N Dixieland Rd.
Rogers, AR 72756



2017 Northwest Arkansas Spring Job Fair | Wednesday, May 17 in Rogers
The Rogers-Lowell Area Chamber of Commerce will host its *2017 Northwest Arkansas Spring Job Fair*, presented by **Home Instead Senior Care** and **Glad Manufacturing Company**, on Wednesday, May 17, 2017 from 10:00 a.m. – 4:00 p.m. at the Frisco Station Mall located at 100 N. Dixieland Rd. in Rogers.

Largest and Longest Running Job Fairs in Arkansas
The Chamber's Northwest Arkansas Job Fairs (Spring and Fall) are the largest and longest running job fairs in Arkansas and are **FREE** to job seekers. Attendees are encouraged to bring their resumes to hand out to potential employers.

Computers Available for Online Applications
The *2017 Northwest Arkansas Spring Job Fair* will have free access to laptops with Internet connection to allow attendees to apply for jobs online.

EMPLOYERS | Exhibit Booth Space Available on First Come, First Serve Basis
This is a perfect opportunities for employers to search for the right

Sponsors

Home Instead Golden Corral
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(<http://www.homeinstead.com/375>)
(<http://www.goldencorral.com>)
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(<http://espanoltvarkansas.com>)
(<http://espanoltvarkansas.com>)
Gazette
(<http://www.nwadg.com>)
(<http://www.nwadg.com>)

employees and get a head start on hiring needs for the year. Reserve exhibit booth space today to ensure access to the hundreds of job seekers expected to attend.

Exhibit booth space is expected to sell out quickly!
Registrations are due Wednesday, May 10.

Download your registration form by clicking this link
(<http://web.rogerslowell.com/External/WCPages/WCWebContent/WebContentPage.aspx?ContentID=9791>).

JOB SEEKERS

CLICK HERE

(<http://web.rogerslowell.com/external/wcpages/wcmedia/documents/NWA%20Spring%20Job%20Fair%20Exhibitors%202017.docx>) for a current list (as of 5/1/2017) of employers who are set to exhibit in this event. As the event approaches, this list will be updated periodically.

Job Guide Ashby Street
(<http://www.thejobguide.com>), LLC
(<http://www.thejobguide.com>)
(<http://www.ashbystoutdoor.com>)
(<http://www.ashbystoutdoor.com>)

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Arkansas Workforce Center of Rogers Glad Manufacturing Company
(<http://www.accessarkansas.org/esd/>) (<http://www.glad.com>)
(<http://www.accessarkansas.org/esd/>) (<http://www.glad.com>)

Alcorn, Stephanie

-----Original Message-----

From: Bokiefunspots <Bokiefunspots@aol.com>
To: susanparker <susanparker@iheartmedia.com>
Sent: Mon, Oct 16, 2017 4:45 pm
Subject: MCCC-MCHC

MCHC with all the kids wants to tour

They want Production Time NOV 7 at 9:30...kids have to be back for school pictures and they want to work with just Jim...I can talk to you if you want to call :) 521-3008

Bokie Alpe-Cleghorn
Fun Spots, Inc

CBI
2609 Sherwood Lane
Fayetteville, AR 72703
479-841-5695 cell
479-521-3008 Phone/Fax



FAYETTEVILLE PUBLIC SCHOOLS



To: Whom it Concerns

From: Nika West , Fayetteville High School Wrestling Coach

Subject: Volunteer Help

This is to certify that, Allen Woody, from KIX 104 / I-Heart Media served as the Fayetteville Wrestling public announcer and discussed careers in broadcasting with interested students.

Mr. Woody has been a public announcer for the Fayetteville Wrestling team for two years. His commitments over the last two years have included:

11/11/17 – Fayetteville Wrestling Inter-squad Scrimmage.

11/18/17 – Bulldog JV Tournament

1/5-6/18- Bulldog Invitational

1/11/18 – College Night with Williams Baptist, Oklahoma City, Missouri Baptist
High Schools – Fayetteville vs Vian, OK

Thank you,

Nika West, Head Wrestling Coach Fayetteville high