

**KGNS-TV**  
**EEO PUBLIC FILE REPORT**  
April 1, 2019- March 31, 2020

**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
Production Assistant	1-5,11	4
Digital News Producer	1-5,7,10,11	3
Administrative Assistant	1-5,11	3
Account Executive	1-5,11	11
Photographer and Editor	1-5,7,10,11	11
Account Executive	1-5,11	3
Digital News Producer	1-5,7,10,11	11
Digital News Producer	1-5,7,10,11	11
Sales Assistant	1-5,11	3
Production Assistant	1-5,11	5
Multimedia Journalist	1-5,7,10,11	3
Weekend Evening News Anchor/MMJ	1-5,7,10,11	4
Local Sales Manager	1-5,9,11	2

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II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)

RS Number	RS Information	Source Entitled To Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over 12-month period
1	KGNS Employment <a href="http://www.kgns.tv/employment">www.kgns.tv/employment</a>	No	8
2	Gray Employment <a href="http://www.gray.tv/jobs">www.gray.tv/jobs</a>	No	7
3	Word of Mouth Referrals	No	9
4	Walk In/Self Referral	No	2
5	KGNS Station Bulletin Board	No	1
6	Texas Association of Broadcasters <a href="http://www.tab.org">www.tab.org</a>	No	0
7	TV Jobs Broadcast Employment Services <a href="http://www.tvjobs.com">www.tvjobs.com</a>	No	
8	Texas A&M International University Career Services 5201 University Dr., Laredo, TX <a href="mailto:careerservices@tamiu.edu">careerservices@tamiu.edu</a>	No	0
9	Linked In <a href="https://www.linkedin.com/">https://www.linkedin.com/</a>	No	0
10	Medialine <a href="http://www.medialine.com">www.medialine.com</a>	No	0
11	Indeed Jobs <a href="http://www.indeed.com">www.indeed.com</a>	No	17
12	Early College High School Jose Cerda 5201 University Blvd. Laredo, TX <a href="mailto:jcerda@laredoisd.org">jcerda@laredoisd.org</a>	No	0
13	Kelly Services Amanda Barrera 709 Calton, Laredo, TX Fax: 956.712.5462	No	0
14	Laredo Community College Employment Assistant Services Gloria Rodriguez West End Washington St., Laredo, TX <a href="mailto:gloria.rodriguez@laredo.edu">gloria.rodriguez@laredo.edu</a>	No	0
15	Vidal M. Trevino School of Communications & Fine Arts Guidance Dept. 820 Main Ave., Laredo, TX	No	0

	<a href="mailto:lagarza@laredoisd.org">lagarza@laredoisd.org</a>		
16	Workforce Solutions for South Texas Workforce Center Ruth Dominguez 2389 E. Saunders, Laredo, TX Fax: 956.726.1475	No	0
17	Laredo Community College Adult Education Program West End Washington St., Laredo, TX <a href="mailto:emedina@laredo.edu">emedina@laredo.edu</a>	No	0
18	Kaplan College Placement Dept. 6410 McPherson, Laredo, TX <a href="mailto:vsaez@kaplan.edu">vsaez@kaplan.edu</a>	No	0
19	Motivation/Education Training Lauro Garcia 2389 E. Saunders, Laredo, TX <a href="mailto:laredo@metinc.org">laredo@metinc.org</a>	No	0
20	South Texas Development Council Armando Garza 1002 Dicky Lane, Laredo, TX Fax: 956.722.2670	No	0
21	Texas Dept of Human Resources 3804 Casa Blanca Rd., Laredo, TX Fax: 956.718.0203	No	0
22	Teaching & Mentoring Children Richard Perales 5215 McPherson, Laredo, TX Fax: 956.724.2558	No	0
23	Staff Force Lauro Soto 1505 Calle del Norte, Suite 10, Laredo, TX Fax: 956.712.1072	No	0
<b>Total Interviewees over Reporting Period</b>			<b>44</b>

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**III. RECRUITMENT INITIATIVES**

	Type of Recruitment Initiative	Brief Description of Activity
1	Station tour/Career Day	Fasken Elementary 5 <sup>th</sup> graders visited our station on April 23,2019. Our Promotions Coordinator gave a tour of all station different departments and studio. Kids were able to see our studio and some of them had the opportunity to be seen on the cameras and monitors.
2	Career Day/Job Fair	On May 16th, 2019 a youth Job Fair took place at UniTrade stadium with TX Workforce solutions. We covered the event and also had an information booth with our current job openings. Our Promotions Coordinator and Local sales manager attended this event.
3	Career Day/Job Fair	On September 17th, 2019 our Promotions coordinator and Local sales manager had an information booth at the Workforce Solutions Parent Night Job Fair at TAMIU with our current open positions.
4	Career Day/Job Fair	On September 24th, 2019 our Promotions coordinator and Local sales manager had an information booth at the Workforce Solutions Parent Night Job Fair at Laredo College with our current open positions.
5	Career Day/Job Fair	On October 25 <sup>th</sup> , 2019 KGNS participated in a career day at Alexander High School. Station participant was our chief meteorologist. He spoke to the students how he started his fascination for weather and all the types of weather he studied before deciding he wanted to come to live in Laredo because of the uniqueness of the local weather.

6	Career Day/Job Fair	On November 1 <sup>st</sup> , 2019 KGNS participated in a career day at LBJ High School. Station participant was Digital producer and he spoke to the students how now a day's digital platforms are very important, and they work to keep our community informed with the latest news.
7	Career Day/Job Fair	On November 7 <sup>th</sup> , 2019 Promotions and marketing director attended the Red, White and You Veterans job fair with Texas Workforce Solutions. We promoted the event and had a booth with information and our current open positions.
8	Career Day/Job Fair	On November 12 <sup>th</sup> , 2019 KGNS participated in a career day at JC Martin Elementary. Station participant was Assistant News Director and she spoke to 5 <sup>th</sup> graders about her previous position as anchor and what her responsibilities and duties were and her new role now as Assistant News director.
9	Career Day/Job Fair	On November 15 <sup>th</sup> , 2019 KGNS participated in a Career day at Killam Elementary. Our Station participant was one of our reporters. She spoke to the kids how she performs as anchor in our morning news show and also how she also does Multi-media journalist duties after the show.
10	Career Day/Job Fair	On December 6 <sup>th</sup> , 2019 KGNS participated in a Career day at Trautmann Middle School. Our Station participant was our morning anchor and MMJ. She spoke to the students how she performs as anchor in our morning news show and how she also does Multi-media journalist duties after the show.

11	Career Day/Job Fair	On December 19th, 2019 KGNS participated in a career day at Salvador Garcia Middle School. Station participant was our Assistant News Director and she spoke to the students about her previous position as anchor and what her responsibilities and duties were and her new role now as Assistant News director.
12	Career Day/Job Fair	On February 4th, 2020 KGNS participated in a career at our local private School Mary Help of Christians School. Station participant was our evening news anchor and she spoke to the students about her responsibilities and duties as anchor and as community member.
13	Internship Program	We had one intern for the Production Department from our local University TAMIU. This internship ended on October 2019.