

## EEO PUBLIC FILE REPORT

**This Report covers full-time vacancy recruitment data for the period April 01, 2015 to March 31, 2016.**

**1) Employment Unit: CBS Broadcasting, Inc./Philadelphia Television Station, Inc.**

**2) Unit Members (Stations and Communities of License): KYW-TV; WPSG-TV**

**3) EEO Contact Information for Unit Member:**

Mailing Address: 1555 Hamilton Street Philadelphia, PA 19130	Telephone Number: (215) 977-5571
	Contact Person: Paul Marrero: Human Resource Manager
	E-mail Address: Marrero@cbs3.com

**I. FULL TIME VACANCIES DURING REPORTING PERIOD – Jobs Filled  
(See Master Recruitment Source List for recruitment source data)**

<b>Job Title</b>	<b>Recruitment Source Notified of Job Vacancy</b>	<b>Recruitment Source of Hiree</b>
Digital Sales Specialist	1 – 58	58 Internal Promotion
President General Manager	1-10, 57, 58	58 Internal Promotion
Assignment Editor	1 – 58	57
Photographer	1 – 58	58 Internal Promotion
VP Sales	1 – 58	58 Internal Promotion
Reporter	1 – 58	57
Reporter	1 – 58	57
National Sales Manager	1-58	58 Internal Promotion
Managing Editor	1-58	57
VP/News Director	1-58	57
Digital Content Producer	1-58	57
Digital Content Producer	1-58	58 Internal Promotion
Reporter	1-58	58 Internal Promotion
Local Sales Manager	1-58	58 Internal Promotion
Photographer	1-58	57
Digital Sales Manager	1-58	58 Internal Promotion
Photographer	1-58	57
Maintenance Tech	1-58	57
Photographer	1-58	57
Reporter	1-58	57
Anchor/Reporter	1-58	57
Reporter	1-58	58 Internal Promotion
Account Executive	1-58	57

## II. MASTER RECRUITMENT SOURCE LIST UTILIZED DURING REPORTING PERIOD

COD E #	RECRUITMENT SOURCE	ADDRESS	CONTACT	PHONE	REQUESTED NOTIFICATION (Y/N)	NUMBER OF INTERVIEWEES REFERRED
1.	PA CareerLink Philadelphia North	Philadelphia , PA 19123	joabell@pa.gov	EMAIL	N	1
2.	Burlington County One-Stop Career Center	795 Woodlane Road, Westhampton NJ	henry.bass@dol.state.nj.us	609-518-3905	N	
	Camden County One-Stop Career Center 03	2600 Mount Ephraim Avenue Suite 102, Camden NJ 08104	geoffrey.taylor@dol.state.nj.us	856-614-3156	N	
3.	Delaware County Community College CareerLink	901 S. Media Line Road, Media, PA 19063	maryfergus@pa.gov	610-723-6007	N	
4.	Fox Valley One Stop Career Center	4425 N MARKET ST, WILMINGTON DE 19802	allen.jones@state.de.us	302-761-6634	N	
5.	Gloucester County One-Stop Career Center	215 Crown Point Road, Thorofare NJ 08086	edwin.morgan@dol.nj.gov	856-384-3779	N	
6.	PA CareerLink Philadelphia Northeast	3210 Red Lion Road, Philadelphia PA 19114	cathemille@pa.gov	215-632-6053	N	
7.	PA CareerLink Bucks County - Bristol	1260 Veterans Highway, Bristol PA 19007	rbates@pa.gov	215-781-1086	N	
8.	PA CareerLink Delaware County	701 Crosby Street Suite B, Chester PA 19013	maryfergus@pa.gov	610-447-3173	N	
9.	PA CareerLink Montgomery County	1855 New Hope St, Norristown PA 19401-	roberclar@pa.gov	610-270-3428	N	
10	PA CareerLink Northwest	235 West Chelton Avenue, Philadelphia PA	hchandra@pa.gov	267-339-0334	N	
11	ASPIRA	Alfredo Calderon	4322 North 5 <sup>th</sup> Street, 3 <sup>rd</sup> Floor Philadelphia, PA 19140	(215) 455-1300	Y	
12	Community Women's Education Project	Dawn Williams	2801 Frankford Avenue Philadelphia, PA 19134	(215) 426-2200	Y	
13	Congreso	Brenda Brewington	216 W. Somerset St. Philadelphia, PA 19123	(215) 763-8870	Y	
14	Concillio	Patricia Soria	705-09 North Franklin Street Philadelphia, PA 19123	(215) 627-3100	Y	
15	Delaware City Office of Employment & Training	Mike Caputo	9 South 69 <sup>th</sup> Street, 3 <sup>rd</sup> Floor Upper Darby, PA 19082	(610) 713-2200	Y	
16	Greater Phila	Jerry	1207 Chestnut Street, 4 <sup>th</sup> Floor	(215) 851-0110	Y	

	Urban Affairs Coalition	Mitchell	Philadelphia, PA 19107			
17	Mayor's Commission on Aging	Pat West	100 South Broad Street, 4 <sup>th</sup> Floor Philadelphia, PA 19110	(215) 686-8450	Y	
18	Mayor's Commission on Latin Affairs	Tom Carter	City Hall, Room 110 Philadelphia, PA 19107	(215) 686-2171	Y	
19	N.A.A.C.P.	Rhonda Williams	1619 West Cecil B. Moore Avenue Philadelphia, PA 19121	(215) 978-7500	Y	
20	Northwest Career Link (formerly PA Job Center)	Mr. Joe West	235 West Chelton Avenue Philadelphia, PA 19144	(267) 339-0312	Y	
21	Opportunity Industrialization Center	Kevin Cafferty	1231 North Broad Street, 4 <sup>th</sup> Floor Philadelphia, PA 19122	(215) 236-7700 x312	Y	
22	Philadelphia Foundation	Phil Arko	1234 Market Street, Suite 1800 Philadelphia, PA 19107-3794	(215) 563-6417	Y	
23	Philadelphia Workforce Development Corp.		1617 JFK Boulevard Philadelphia, PA 19103	(215) 963-2118	Y	
24	Reemployment Transition Center	Danielle Veltri	42 South 15 <sup>th</sup> Street, Suite 1612 Philadelphia, PA 19102	(215) 568-8316	Y	
25	South Philadelphia Career Link	Anielle LeBlanc	930 Washington Avenue Philadelphia, PA 19147-3898	(215) 952-1143	Y	
26	The Team Career Link	Donna Tuteck	701 Crosby Street, Suite B Chester, PA 19013-6096	(610) 447-1493	Y	
27	Urban League	Michael Walker	1818 Market Street, 20 <sup>th</sup> Floor Philadelphia, PA 19103-1600	(215) 985-3220	Y	
28	Women In Transition	Human Resources	21 South 12 <sup>th</sup> Street, 6 <sup>th</sup> Floor Philadelphia, PA 19107	(215) 564-5301	Y	
29	Councilwoman Jannie L. Blackwell		City Hall, Room 408 Philadelphia, PA 19107-3290	(215) 686-3418 (215) 686-3419	Y	
30	The Association for Women in Communications		3337 Duke Street Alexandria, VA 22314	(703) 370-7436	Y	
31	Asian American Journalists Association		1182 Market Street, Suite 320 San Francisco, CA 94102	(415) 346-2051	Y	
32	American Women In Radio and Television National Headquarters		1760 Old Meadow Road Suite 500 McLean, VA 22102	(703) 506-3290	Y	
33	National Sales Network NY/NJ Metro Chapter		1402 Teaneck Road PMB #138 Teaneck, NJ 07666	(212) 591-0164	Y	
34	National Sales Network Philadelphia Chapter		P.O. Box 8254 Philadelphia, PA 19101	(215) 604-4327	Y	
35	National Sales Network Washington DC/ Baltimore Chapter		2117 L. Street NW Suite # 317 Washington, DC 20037	(202) 331-4407	Y	
36	Bryn Mawr College	Sharon Powers	101 N. Merion Ave, Bryn Mawr, PA 19010	(610) 526-5174	Y	
37	York County Career Link	Steven Wantz	841 Vogelsong Road York, PA 17404-1397	(717) 767-5709	Y	

38	Cheyney University Career Services	Milt Colston	Cheyney & Creek Roads Cheyney, PA 19319-0200	(610) 399-2033	Y	
39	Connecticut School of Broadcasting	Hope Willis	One Cherry Hill Suite 203 Cherry Hill, NJ 08002	(856) 755-1200	Y	
40	Delaware County Comm. College	Jane Lang	901 South Media Line Road, Media, PA 19063	(610) 359-5331	Y	
41	LaSalle University Career Planning & Development	Lou LaMorte	1900 West Olney Ave Philadelphia, PA 19141	(215) 951-1075	Y	
42	MSC 186 Lincoln Univ. Career Center	Brenda Neal	PO Box 179 Lincoln University, PA 19352		Y	
43	Metropolitan Career Center	Employment Services	162 West Chelton Ave Philadelphia, PA 19144	(215) 843-6615	Y	
44	Montgomery County Community College	Eileen Dogherty	PO Box 400, 34 Dekalb Pike, Blue Bell, PA 19422-0796	(215) 641-6567	Y	
45	Montgomery City Comm. College/New Choices	Nancy Gazan	340 DeKalb Pike Blue Bell, PA 19422	(215) 619-7406	Y	
46	Drexel University Steinbright Career Development Center	Jennifer Rubin	3201 Arch Street, Suite 250, Philadelphia, PA 19104	(215) 895-1020	Y	
47	Harcum Junior College Career Center	Director's Office	Montgomery & Morris Avenues Bryn Mawr, PA 19010	(610) 526-6032	Y	
48	Pennco Tech Placement Department	Eric Maister	99 Erial Road, Blackwood, NJ 08012	(215) 223-2610	Y	
49	Philadelphia Community College Job Placement	Tarsha Scovens	1700 Spring Garden Street Philadelphia, PA 19130	(215) 751-8494	Y	
50	Rutgers University Career Placement	Carol Young	326 Penn Street Camden, NJ 08102	(856) 225-6046	Y	
51	St. Joseph's University Career Center	Terry Barth	5600 City Avenue Philadelphia, PA 19131-1395	(610) 660-3021	Y	
52	Pierce College Placement Office	Sabrina Smith	1420 Pine Street Philadelphia, PA 19102	(215) 670-9278	Y	
53	Temple University Career Dev. Services	Tracy Flemming	1913 N. Broad Street Mitten Hall 2 <sup>nd</sup> Fl. Philadelphia, PA 19122-6092	(215) 204-4461	Y	
54	University of Pennsylvania Career Services	Pat Rose	3718 Locust Walk Suite 20 McNeil Bldg. Philadelphia, PA 19104-6209	(215) 898-4827	Y	
55	Villanova University Career Services	B.J. Cornell	800 Lancaster Ave Corr Hall Villanova, PA 19085-1699	(610) 519-4065	Y	
56	West Chester University Career Dev.	Darlene Kimber	Lawrence Bldg. Room 106 West Chester, PA 19383	(610) 436-2501	Y	
57	CBS Career Site		Cbsphilly.com/tvjobs		N/A	123
58	CBS Internal Career Site		Internal posting		N/A	14

**III. Hiree Recruitment Source Summary.** List the Recruitment Source that referred the Hiree for each full-time vacancy during the preceding year.

**Name of Hiree**

**Name of Recruitment Source**

- |      |                        |
|------|------------------------|
| (1)  | CBS Internal Promotion |
| (2)  | CBS Internal Promotion |
| (3)  | CBS Career Site        |
| (4)  | CBS Internal Promotion |
| (5)  | CBS Internal Promotion |
| (6)  | CBS Career Site        |
| (7)  | CBS Career Site        |
| (8)  | CBS Internal Promotion |
| (9)  | CBS Career Site        |
| (10) | CBS Career Site        |
| (11) | CBS Career Site        |
| (12) | CBS Internal Promotion |
| (13) | CBS Internal Promotion |
| (14) | CBS Internal Promotion |
| (15) | CBS Career Site        |
| (16) | CBS Internal Promotion |
| (17) | CBS Career Site        |
| (18) | CBS Career Site        |
| (19) | CBS Career Site        |
| (20) | CBS Career Site        |
| (21) | CBS Career Site        |
| (22) | CBS Internal Promotion |
| (23) | CBS Career Site        |

**IV. Total # of Interviewees Referred by Each Source:** For the period from April 1, 2015 to March 31, 2016, this Employment Unit interviewed One Hundred thirty eight (138) interviewees for full time and part time job vacancies.

	<u>Recruitment Source</u>	<u>Number of Interviewees Referred</u>
(1)	CBS Career Site	123
(2)	Internal Candidate	14
(3)	State Job Bank	1

**V. Supplemental Recruitment Measures.**

**(a) Job Fairs.**

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)
1. NAACP Annual Convention. NAACP: Pursuing Liberty in the Face of Injustice • PHILADELPHIA, PA hosted by KYW-TV and KYW Radio.	JULY 11 - 15, 2015	Paul Marrero: Human Resources Manager Lisa Morton: Radio Human Resources
2. <b>Diversity Open House</b> KYW/WPSG Philadelphia and CBS RADIO hosted a Diversity Open House for staff from all eight local stations at the Philly Broadcast Center in September. The event is modeled after the New York and LA events that came out of the Corporation's Diversity Council last year. Representatives from all company divisions and affinity groups will be on site to meet with employees.	September 2015	Paul Marrero: Human Resources Lisa Morton: Radio Human Resources

**(b) Internship**

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)
1. Notices of KYW-TV / WPSG-TV Paid Internship Program are mailed to Colleges, Universities and trade schools in Pennsylvania and New Jersey quarterly. In addition, details about our Summer and Fall Internship Programs are also listed on our website cbsphilly.com/tvjobs. Primarily, participants major in Communications, Broadcasting or Journalism. The program is also open to those who major in English, History, Political Science fine Art, Marketing and related areas. Interns can join the News, Creative Services, Sales, Art, Research, and Communications departments for a semester of fun and learning.	Eight (8) Interns selected for May 18- July 25, 2015. Four (4) interns selected for September 07- November 14, 2015, One (1) intern selected for January 18-March 26, 2016	Paul Marrero: Human Resource Manager All Department Heads and sub managers
2. NEWS APPRENTICESHIP PROGRAM: CBS The Program exposes candidates to the various disciplines of broadcast journalism from the assignment desk to newscast writing and producing, promotion writing, news editing to special projects. Apprentices work side by side with News Department professionals, learning their craft and gaining valuable experience and knowledge. This is truly a unique opportunity for a recent college graduate who has a serious interest in pursuing a career in TV News. We seek individuals who are looking to develop strong newsroom leadership skills and have an ultimate goal to be part of a Newsroom management team.	Applications were accepted at the beginning of June 2015. One apprentice was selected for the program	John Wilson : Assistant News Director

<p>3. Emma L. Bowen Foundation. The Emma L. Bowen Foundation was created in 1989 to prepare minority youth for careers in the media industry. The Foundation's program is unlike traditional intern programs in that students work for partner companies during summers and school breaks from the summer following their junior year in high school until they graduate from college. During the five-year program, students have an opportunity to learn many aspects of corporate operations and develop company-specific skills. Corporations have an opportunity to train and mentor students with the option of fulltime employment upon completion of their college degrees</p>	<p>Station hosted one Emma Bowen intern June 13, 2015 – August 09, 2015</p>	<p>John Wilson: Assistant New Director Paul Marrero: Human Resource Manager</p>
<p>4. WorkReady Summer Internship: The Philadelphia Youth Network's vision is that all of our city's young people take their rightful places as full and contributing members of a world-class workforce for the region. We're pursuing this vision by making connections between individuals, organizations and systems to provide the preparation needed for our city's youth to thrive in a regional and global economy. Students are placed in various departments based on needs that match the student's strength and skill set.</p>	<p>Station hosted one Work Ready Intern 07/05/2015 – 08/12/2015</p>	<p>Paul Marrero: Human Resource Manager</p>

**(c) Participation in Events.**

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)

**Training Management Personnel.**

Description of Recruitment Measure:	Personnel Involved: (Name and position)	Describe Training:
<p>1. Business Conduct Statement. BCS reflects new laws and regulations and to reaffirm our commitment to the highest standards of business ethics and workplace behavior. Each full time employee is to review the updated 2012 BCS and complete the Employee and Director Certification ("Certification") online through the <i>CBS Eye on Ethics</i> website.</p>	<p>All Full-Time Employees September 16, 2015</p>	<p>Web based question and answer training</p>
<p>2. CBS's online training course, Sexual Harassment: Our Expectations for a Respectful Workplace is conducted every two years. The course covers key anti-harassment topics such as quid pro quo ("this for that") harassment, same-sex intimidation and harassment, gender stereotypes, bullying, reporting and retaliation, and third-party harassment.</p>	<p>All Full-Time Employees September 17, 2015</p>	<p>Web based question and answer training.</p>