

ANNUAL PUBLIC FILE EEO REPORT

KTMW(TV) and KULX-CD
March 5, 2019 through May 31, 2019
and **KEJT-CD**
June 1, 2018 through May 31, 2019

NBCUniversal acquired KTMW and KULX-CD effective March 5, 2019. Accordingly, the period covered by this Annual EEO public file report for KTMW and KULX-CD is March 5, 2019 – May 31, 2019.

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

Positions:
Digital and Promotion Assistant

2. For each vacancy listed, attach to this report the relevant and completed Recruitment Source Data Form. **Forms are at the end of the report.**
3. In total, how many interviewees did the station (or station group) interview for all the full-time job vacancies identified in response to Question 1?

Total interviewees: 6

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

Name of Recruitment Source	Total Number of Interviewees Referred During Year
Indeed.com	6
NBCUnicareers.com	0
Employee Referral	0
Hispanic Chamber of Commerce email blast	0
Social Media	0
Career Fairs / Diversity Events / Association	0

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

Internet Recruiting – The stations post Jobs on-line at the following websites: jobs were posted on www.indeed.com prior to March 5th with previous company ownership. After March 5th, they were posted at www.nbcunicareers.com.

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

Internal EEO Management Training -- All Telemundo employees are required to complete courses online such as: Preventing Workplace Harassment, Diversity and Inclusion 2018, Workplace Violence Prevention, Effective Communication, Code of Conduct, Integrity Training, Compliance Standards and Environmental Health and Safety Training. Employees participate on these courses on a yearly basis. New hire employees are required to take the above-mentioned courses during their first few weeks of employment.

Employee Skills Training

NBCUniversal, the parent company of the Station, offers online learning resources at no cost to all employees to enhance personal and professional skills. Employees of the Station are provided with training and development opportunities designed to enhance their ability to assume positions of greater responsibility. Various programs are provided via external vendors and internal NBCUniversal-sponsored programs.

In addition, online courses on a variety of topics are available to all employees. Courses include: Safety Training, Crucial Conversations, Effective Coaching Skills, Feedback with Impact, Executive Presentation Skills, Influencing Skills, and Presentation Skills, Hiring the Right People, Project Management, Time Management, Microsoft Office, Microsoft Word, Microsoft PowerPoint, and Microsoft Excel.

NBCUniversal's diverse employee population is reflected in our affinity groups. These voluntary organizations focus on the professional development of their members by creating opportunities for coaching, mentoring and networking with employees and senior management. In addition, they are a major force in driving recruitment and retention of top talent in the organization. Participation in these groups is open to all employees. Established affinity groups at NBCUniversal, including APA@NBCUniversal, BPA@NBCUniversal, Out@NBCUniversal, The NBCUniversal PWD (People with Disabilities), Unidos@NBCUniversal, Veterans Network, The Women's Network @NBCUniversal (WNN) and others, provide professional networking and skill development courses to employees.

Career Fairs

Career Fair: **2018 Salt Lake City Community College Fall Career Fair**, held at the SLCC Lifetime Activities Center, in Taylorsville, UT on October 10, 2018. Ely Martinez, Promotions Manager and Yusdelly Sanchez, Promotions Assistant attended the event. Attendees were provided information on career opportunities.

Career Fair: **2019 Utah Broadcasters Association Job Fair**, held at the University of Utah Union Ballroom on March 6, 2019. Ely Martinez, Promotions Manager attended the event. Attendees were provided information on career opportunities.

**JOB VACANCY
RECRUITMENT SOURCE DATA FORM**

Station: KEJT

Job Title & Number: Digital and Promotion Assistant

Date Job Filled: August 20th, 2018

Recruitment Source That Referred Ultimate Hire: indeed.com

Number of Interviewees: 6

Name of Recruitment Source	Address of Recruitment Source	Contact Person	Telephone / e-mail	Has this source requested notices?
Indeed	indeed.com			No
Utah Hispanic Chamber of Commerce	utahhcc.com	Alex Guzman	info@utahhcc.com 801-532-3308	No