

**EEO ANNUAL PUBLIC FILE REPORT
ENTERCOM PHOENIX**

This report covers full-time vacancy recruitment for the period of November 17, 2017 through May 31, 2018

Employment Unit: CBS Radio Stations, Inc.	Address: CBS Radio Stations, Inc. 840 N. Central Ave. Phoenix, AZ 85004	Contact Person/Title: Dave Pugh, Vice President/Market Manager
Unit Members, Community of License: KMLE-FM, Chandler, AZ KOOL-FM, Phoenix, AZ KALV-FM, Phoenix, AZ	Telephone Number: (602) 452-1102	E-mail Address: Dave.pugh@entercom.com

1. Full-Time Job Vacancies Filled by the Employment Unit:

	Title and Hire Date	Recruitment Source Referring Hire	Recruitment Sources Utilized to Fill the Full-Time Vacancy (See #2: "Recruitment Sources for Corresponding List)
A	Morning On-Air Personality	Industry Referral	1-20, 22-23, 24-25
B	Sales Administration Manager	Employee Referral	1-20, 22-23, 25
C	Receptionist	Radio Ad	1-20, 22-23, 24-25



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D	Digital Sales Manager	Entercom.com	1-20, 22-23, 25
E	Account Executive	Entercom.com	1-20, 22-23, 25
F	HR/PR Coordinator	Indeed.com	1-20, 22-23, 25



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2. Recruitment Sources

OUTREACH ORGANIZATIONS

#	Name	Organization	Contact Information	Did Entercom contact organization to request to send job vacancy information?	Did organization contact Entercom to request job vacancy information?	Total Number of Interviewees Referred
1	Jennifer Latko	Arizona Broadcasters Association	jlatko@azbroadcasters.org 602-252-4833 426 N. 44 th St., Ste. 310, Phoenix, AZ 85008 Azbroadcasters.org	Y	N	0
2	Trina Jenkins	Arizona Women's Education and Employment Inc.	Trinajenkins@awee.org 602-223-4333 640 N. First Ave., Phoenix, AZ 85003 Awee.org	Y	N	0
3	Jerry Carlton	Maricopa Workforce Connections	1840 N. 95 th Ave. Ste. 160, Phoenix, AZ 85037 Azjobconnection.gov	Y	N	0
4	Suzan Strong	National Alliance of State Broadcasters Associations	suzanstrong@nmba.org careerpage.org	Y	N	0
5	Mike Wong	ASU Cronkite School of Journalism and Mass Communication	Mike.wong@asu.edu 602-527-0820 555 N. Central Ave. #302, Phoenix, AZ 85004 Cronkite.asu.edu	Y	N	0
6	Diane Nydick	City of Phoenix Equal Opportunity Department	Diane.nydick@phoenix.gov 602-495-3737 251 W. Washington St. 7 th FL, Phoenix, AZ 85003	Y	N	0
7	Carol Ortiz	Phoenix Indian Center	cortiz@phxindcenter.org 602-264-6768 4520 N Central Ave Ste. 250, Phoenix, AZ 85012 Phxindcenter.com	Y	N	0



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8	N/A	National Black MBA Association	877-529-4504 PO Box 27601, Tempe, AZ 85285 Phoenixblackmba.org	Y	N	0
9	Business Services	Goodwill of Central Arizona	602-535-4444 2626 W. Beryl Ave., Phoenix, AZ 85021 Goodwillaz.org	Y	N	0
10	Career Center	Gateway Community College	careercenter@gatewaycc.edu 108 N. 40 th St., Phoenix, AZ 85034	Y	N	0
11	Career Services	Mesa Community College	1833 W. Southern Ave., Mesa, AZ 85202	Y	N	0
12	Career Services	Paradise Valley Community College	18401 N. 32 nd St., Phoenix, AZ 85032	Y	N	0
13	Career Services	Phoenix College	1202 W. Thomas Rd., Phoenix, AZ 85013	Y	N	0
14	Career Services	Rio Salado College	2323 W. 14 th St., Tempe, AZ 85281	Y	N	0
15	Christopher Fonda	Scottsdale Community College	Fonda.christopher@scottsdalecc.edu 90000 E. Chaparral Rd., Scottsdale, AZ 85256	Y	N	0
16	Career Services	South Mountain College	7050 S. 24 th St., Phoenix, AZ 85042	Y	N	0
17	Career Services	Chandler-Gilbert Community College	2626 E. Pecos Rd., Chandler, AZ 85225	Y	N	0
18	Career Services	Estrella Mountain Community College	623-935-8740 3000 N. Dysart Rd., Avondale, AZ 85323	Y	N	0
19	Career Services	Glendale Community College	Career.services@gccaz.edu 623-845-3138 6000 W. Olive Ave., Glendale, AZ 85302	Y	N	0
20	Kathy Johnson	Greater Phoenix Urban League	602-254-5611 1402 S. 7 th Ave., Phoenix, AZ 85007	Y	N	0
21	N/A	Society of Broadcast Engineers	www.sbe.org	Y	N	0



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COMPANY POSTINGS AND WEBSITES					
22	Corporate Representatives	Entercom Website (www.entercom.com)	mgoetz@entercom.com	610-660-5645	5
23	Nikki Gray	In-House postings Current Employees	Nikki.gray@entercom.com	602-452-1001	2
ADVERTISING					
24	On-Air Radio Ads	<i>Entercom Phoenix Radio Advertisement KMLE-FM, KALV-FM, KOOL-FM</i>			1
25	Indeed.Com	www.Indeed.com			6
JOB FAIRS					
OTHER SOURCES					
Industry Referral					4
Employee Referral					4
Current Employees					2
Total # of New Interviewees Referred					24



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3. Supplemental Recruitment Initiatives.

Initiatives		Date	Location	Description	Titles of Employees Involved
1	Internship Programs	Periodically throughout the year	Entercom Phoenix	Entercom Phoenix offers internships at the radio stations in our Promotions and Programming departments. Interns must be college students and receive college credit for the internships. The Promotion Directors and the Programming Directors oversee the internships to evaluate the interns and ensure they are receiving information and education. Internships are ongoing throughout the year.	VP/Programming, Director of Marketing & Promotions, Controller, Events Manager, Director of Digital Content
2	On-Air EEO Policy and Invitation to Receive Job Openings	Periodically throughout the year	Entercom Phoenix	Once a week, Entercom Phoenix airs recruitment advertisements on all stations, seeking applicants across all departments. Advertisements inform the Phoenix are of Entercom's EEO policy and invite all organizations to be a part of our recruitment process.	VP/Programming, Business Manager,
3	Career Event Highland Jr. High School	January 31, 2018	Highland Jr. High School	The Assistant Program Director/On-Air Talent for KMLE-FM spoke at a Career Day sponsored by Highland Jr. High School. They discussed education, careers, responsibilities, and special need for the radio industry.	Assistant Program Director/On-Air Personality
4	Station Tours	March 16, 2018 March 22, 2018 April 16, 2018, May 4, 2018, May 11, 2018	Entercom Phoenix	Entercom Phoenix provides scheduled tours to the public and organizations interested in the broadcast industry. During these tours we show them our studios and offices and answer any questions they have about the industry or careers at Entercom.	Controller, VP/Programming, On Air Staff, Promotion Manager, Events Manager
5	Hiring Manager EEO Training	March 26, 2018	Entercom Phoenix	Hiring Managers were trained on the corporate hiring system through online training. Each manager also reviewed the importance of EEO policy and procedures required through the recruiting process as they manage through the recruitment system.	Assistant Program Director, Events Manager, Local Sales Manager, Research Manager



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