

**EEO ANNUAL PUBLIC FILE REPORT
ENTERCOM WASHINGTON D.C.**

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

<p>Employment Unit: CBS Radio East, LLC CBS Radio WPGC(AM), LLC CBS Radio of Washington DC, LLC CBS Radio of Maryland, LLC</p>	<p>Address: CBS Radio East, LLC CBS Radio WPGC(AM), LLC CBS Radio of Washington DC, LLC CBS Radio of Maryland, LLC 1015 Half Street SE. Suite 200 Washington DC 20003</p>	<p>Contact Person/Title: Steve Swenson Senior Vice President/Market Manager</p>
<p>Unit Members, Community of License: WJFK-FM, Manassas, VA WJFK(AM), Morningside, MD WPGC-FM, Morningside, MD WIAD-FM, Bethesda, MD WLZL-FM, College Park, MD</p>	<p>Telephone Number: 202-479-9227</p>	<p>E-mail Address: Steve.swenson@entercom.com</p>

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

A	Account Executive	LinkedIn	1-15
B	Account Executive	Employee Referral	1-15
C	Account Executive	On Air Advertisement	1-15



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D	Account Executive	LinkedIn	1-15
E	Account Executive	Employee Referral	1-15
F	Account Executive	Employee Referral	1-15
G	Account Executive	Employee Referral	1-15
H	Account Executive	Employee Referral	1-15
J	Sales Assistant	Indeed.com	1-15
K	HR/Payroll Manager	Indeed.com	1-15
L	Continuity Coordinator	Internal Candidate (PT to FT)	1-15
M	Continuity Coordinator	Employee Referral	1-15
N	Traffic Manager	Entercom Career Website	1-15
O	Executive Producer	LinkedIn	1-15



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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	Elaine Salisbury	American University	esalisb@american.edu 4400 Massachusetts Avenue. NW, Washington DC 20016 202-885-1804	Y	N	0
2	John Perry	Broadcasting Institute of Maryland	jp@bim.org 7200 Harford Road Baltimore MD, 21234 410-254-2770	Y	N	0
3	Sandra Rice	Emma L. Bowen Foundation	Sandra.rice@nbcuni.com 30 Rockefeller Plaza NY, NY 10112 212-664-3486	Y	N	0
4	Career Services	Forty Plus of Greater Washington	jobpostings@40plusdc.org 1718 P Street, Washington DC 20036 202-387-1582	Y	N	0
5	John Perrino	George Washington University School of Media and Public Affairs	jperrino@gwmail.gwu.edu 805 21 st Street NW, Washington DC 20052	Y	N	0
6	Jackie Banks	Georgetown University	Jacki.banks@georgetown.edu 37 th and O Street NW, Washington DC 20057 202-687-0015	Y	N	0



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7	Carol Dudley	Howard University	cdudley@howard.edu 525 Bryant Street NW, Washington DC 20059 202-806-5806	Y	N	0
8	Career Services	National Association of Broadcasters	nab@nab.com 1771 N Street NW, Washington DC 20036 202-429-5498	Y	N	0
9	Lydia Williams	University of the District of Columbia	ljwilliams@udc.edu 4200 Connecticut Avenue NW, Washington DC 20008	Y	N	0
10	Mamei Williebonglo	University of the District of Columbia	Mamei.williebonglo@udc.edu 4200 Connecticut Avenue NW, Washington DC 20008	Y	N	0

COMPANY POSTINGS AND WEBSITES					
11	Corporate Representatives	Entercom Website (www.entercom.com)	mgoetz@entercom.com	610-660-5645	12
12	Saul Johnson	In-House postings Current Employees	Saul.johnson@entercom.com	202-479-9227	0

ADVERTISING			
13	On-Air Radio Ads	Entercom DC Radio Advertisement WIAD-FM, WPGC-FM, WLZL-FM, WJFK- FM,	9
14	Indeed.com	www.indeed.com	4
15	LinkedIn	www.linkedin.com	6

JOB FAIRS		
1	MHEC(Maryland Higher Education Commission) College and Career Fair at Meade High School	See Supplemental Initiative #4
2	MHEC College and Career Fair at Laurel High School	See Supplemental Initiative #5
3	MHEC College and Career Fair at Duval High School in Greenbelt	See Supplemental Initiative #6
4	MHEC College and Career Fair at Mergenthaler Vocational High School in Baltimore	See Supplemental Initiative #7
5	NBC4 & Telemundo Expo, Washington Convention Center	See Supplemental Initiative #8



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6	Annual Hispanic Business Expo, Washington Convention Center	See Supplemental Initiative #9
7	University of the District of Columbia Career Fair	See Supplemental Initiative #10
8	Montgomery College Graduate Fair, Takoma Park MD.	See Supplemental Initiative #11
9	University of the District of Columbia 2018 Spring Career Fair	See Supplemental Initiative #12
10	Career Fair at Glass Manor Elementary School	See Supplemental Initiative #13

OTHER SOURCES	
Internal Candidates	6
Employee Referral	12
Total # of New Interviewees Referred	49



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3. Supplemental Recruitment Initiatives.

Initiatives		Date	Location	Description	Titles of Employees Involved
1	On-Air EEO Policy and Invitation to Receive Job Openings	Periodically throughout the year	Entercom DC	Once a week, Entercom DC airs recruitment advertisements on all stations, seeking applicants across all departments. Advertisements inform the DC area of Entercom's EEO policy and invite all organizations to be a part of our recruitment process.	Program Director Air-Talent
2	Manager EEO Training	Periodically throughout the year	Entercom DC	Managers are trained regarding EEO compliance rules, and are given forms and policy memos. All Department heads are expected to adhere to the EEO rules and complete all necessary EEO paperwork for each new hire.	EEO Administrator Department Heads
3	Station Tours	Periodically throughout the year	Entercom DC	Entercom DC 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.	On Air Staff Promotions Managers
4	Maryland Higher Education Commission College and Career Fair	11 - 2017	Meade High School Fort Meade MD	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Promotions Manager Promotions Coordinator
5	Maryland Higher Education Commission College and Career Fair	11 - 2017	Laurel High School Laurel MD	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Promotions Manager Promotions Coordinator
6	Maryland Higher Education Commission College and Career Fair	11 - 2017	Duval High School Greenbelt MD	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Promotions Manager Promotions Coordinator



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7	Maryland Higher Education Commission College and Career Fair	12/5/2017	Mergenthaler Vocational High School Baltimore MD	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Promotions Manager Promotions Coordinator
8	NBC4 & Telemundo Expo	3/10/2018	Washington Convention Center Washington DC	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Promotions Manager Promotions Coordinator
9	Annual Hispanic Business Expo	3/16/2018	Washington Convention Center Washington DC	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Director, Local Sales
10	University of the District of Columbia Career Fair	4/5/18	UDC Washington DC	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Promotions Coordinator
11	Montgomery College Graduate Fair	4/18/2018	Montgomery College Takoma Park MD	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Assistant Promotions Manager
12	University of the District of Columbia 2018 Spring Career Fair	4/5/2018	UDC Student Center Washington DC	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Promotions Manager Promotions Coordinator
13	Career Fair	4/19/2018	Glass Manor Elementary School Suitland MD	Entercom DC participated in the Career Fair and met with hundreds of college students. The Promotions Manager handed out information about available job openings and internships. They also collected resumes and job applications from potential candidates and answered questions about careers in radio and opportunities at Entercom.	Promotions Manager Promotions Coordinator



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ENTERCOM DC IS AN EQUAL OPPORTUNITY EMPLOYER