

**EEO ANNUAL PUBLIC FILE REPORT  
ENTERCOM Denver**

**This report covers full-time vacancy recruitment for the period of December 1, 2018 through November 30, 2019**

<b>Employment Unit:</b> Entercom License, LLC	<b>Address:</b> Entercom Denver License, LLC 4700 S. Syracuse St. Suite 1050 Denver, CO 80237	<b>Contact Person/Title:</b> John Fullam Senior Vice President//Market Manager
<b>Unit Members, Community of License:</b> KEZW-AM, Aurora, CO KQMT-FM, Denver, CO KALC-FM, Denver, CO KQKS-FM, Denver, CO KQKS-HD2, Denver, CO	<b>Telephone Number:</b> <b>303-967-2700</b>	<b>E-mail Address:</b> <a href="mailto:John.fullam@entercom.com">John.fullam@entercom.com</a>

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

	<b>Title and Hire Date</b>	<b>Recruitment Source Referring Hire</b>	<b>Recruitment Sources Utilized to Fill the Full-Time Vacancy (See #2: "Recruitment Sources for Corresponding List)</b>	<b>Referral Source of Interviewees</b>
A	Engineer	Indeed	1-72	Entercom.com: 2 Indeed: 2 Industry Referral: 1
B	Traffic Manager	Glassdoor.com	1-72	Current Employee: 2 Employee Referral: 1 Glassdoor.com: 1 Indeed: 2
C	Director of Marketing & Promotions	Employee Referral	1-72	Employee Referral: 2 Glassdoor.com: 1 Industry Referral: 1 LinkedIn: 1
D	Digital Sales Manager	Confidential Search	1-72	Confidential Search



E	Promotions Director	Entercom.com	1-72	Current Employee: 1 Employee Referral: 2 Entercom.com: 1 Indeed: 1 Linked In: 1 On-Air Advertisement: 1
F	Project Manager	Entercom.com	1-72	Employee Referral: 1 Entercom.com: 2 LinkedIn: 2
G	Account Executive	Industry Referral	1-72	Employee Referral: 2 Entercom.com: 1 Industry Referral: 1 LinkedIn: 1
H	Account Executive	Employee Referral	1-72	Employee Referral: 2 Entercom.com: 1 Industry Referral: 1 On-Air Advertisement: 2
I	Promotions Director	Employee Referral	1-72	Current Employee: 1 Employee Referral: 4 Indeed : 1 LinkedIn: 1
J	On-Air Personality	All Access	1-72	All Access: 3 Employee Referral: 1 Entercom.com: 1 Industry Referral: 1
K	Account Executive	Employee Referral	1-72	Employee Referral : 3 Indeed: 1 Industry Referral : 1 LinkedIn: 1
L	Account Executive	Employee Referral	1-72	Employee Referral: 1 Entercom.com: 2 Industry Referral : 1 LinkedIn : 2
M	Promotions Coordinator	Entercom.com	1-72	Current Employee: 4 Employee Referral: 1 Entercom.com: 1

<b>Total # of New Interviewees for full-time job vacancies during the reporting period:</b>	70
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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	Website	Aurora Community College	<a href="https://app.purplebriefcase.com/pbe/myContent/">https://app.purplebriefcase.com/pbe/myContent/</a>	Yes	No	0
2	Website	Arapahoe Community College Career Center	<a href="https://app.purplebriefcase.com/pbe/myContent/">https://app.purplebriefcase.com/pbe/myContent/</a>	Yes	No	0
3	Website	Colorado Mesa University	<a href="https://app.joinhandshake.com/jobs">https://app.joinhandshake.com/jobs</a>	Yes	No	0
4	Website	Colorado State University-Pueblo	<a href="https://employer.gradleaders.com/CSUPueblo/Employers/Authenticated/Dashboard.aspx">https://employer.gradleaders.com/CSUPueblo/Employers/Authenticated/Dashboard.aspx</a>	Yes	No	0
5	Website	Colorado State University- Fort Collins	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
6	Website	Creighton University	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
7	Website	Community College of Denver	<a href="https://app.purplebriefcase.com/pbe/myContent/">https://app.purplebriefcase.com/pbe/myContent/</a>	Yes	No	0
8	Website	Front Range Community College	<a href="https://app.purplebriefcase.com/pbe/myContent/">https://app.purplebriefcase.com/pbe/myContent/</a>	Yes	No	0
9	Website	Johnson & Wales University	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
10	Website	University of Colorado - Denver	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
11	Website	University of Colorado - Boulder	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0



12	Website	University of Northern Colorado	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
13	Website	University of Wyoming	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
14	Website	Lewis & Clark College	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
15	Website	Red Rocks Community College	<a href="https://app.purplebriefcase.com/pbe/myContent/">https://app.purplebriefcase.com/pbe/myContent/</a>	Yes	No	0
16	Website	South Dakota State University	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
17	Website	University of Northern Colorado	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
18	Website	University of Nebraska – Lincoln	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
19	Website	University of New Mexico	<a href="https://app.joinhandshake.com/postings">https://app.joinhandshake.com/postings</a>	Yes	No	0
20	Sean Thomas	2Succeed in Employment	456 Bannock Street Denver, CO 80204 303-504-1775 sean.thomas@mhcd.org	Yes	No	0
21	Career Services	Adams County Workforce & Business Center	12200 Pecos Street Westminster, CO 80234 303-375-2980 acbusvc@adcogov.org	Yes	No	0
22	Lis Tomlin	Adams State College	208 Edgemont Blvd. Alamosa, CO 81102 719-587-7011 listomlin@adams.edu	Yes	No	0
23	Stacy Said	Art Institute of Colorado	1200 Lincoln St Denver, CO 80203 303-837-0825 ssaid@aia.edu	Yes	No	0
24	John Wright	Asian Chamber of Commerce	924 W. Colfax Ave. Denver, CO 80204 303-595-9737 info@ACCColorado.org	Yes	No	0
25	April Arias	Association of Hispanic Media Professionals	1945 Allen Parkway Houston, TX 77019 713-526-1111 aprilzarias@gmail.com	Yes	No	0

26	Vanessa Oldham	Broomfield Workforce Center	100 Spader Way Broomfield, CO 80020 303-464-5855 voldham@ci.broomfield.co.us	Yes	No	0
27	Career Services	CCD- Auraria Campus	P.O. Box 173363 Campus Box 250 Denver, CO 80217 303-556-2600 Dianda.coe@ahcec.edu	Yes	No	0
28	Frances Robles	CCD- North Campus	6211 Downing Street Denver, CO 80216 303-556-3823 frances.robles@ccd.edu	Yes	No	0
29	Career Services	CCLARO	309 West 1st Ave Denver, CO 80223 303-722-5150 cllaro@cclaro.org	Yes	No	0
30	Kate Schreiber	Center for Work Education and Employment	1175 Osage Street #300 Denver, CO 80204 303-892-8444 leads@cwee.org	Yes	No	0
31	Nathan Mizell	College America	1385 South Colorado Blvd, 5 <sup>th</sup> Floor Denver, CO 80222 800-220-0837 Nathan.Mizell@collegeamerica.edu	Yes	No	0
32	Monique Melton	Colorado Center for the Blind	2233 W. Shepperd Ave. Littleton, CO 80120 303-778-1130 mmelton@cocenter.org	Yes	No	0
33	Gretchen Wardell	Colorado College	14 East Cache la Poudre St Colorado Springs, CO 80903 719-389-6893 Careercenter@coloradocollege.edu	Yes	No	0
34	Career Services	Colorado Community Church	2220 S. Chambers Rd. Aurora, CO 80014 303-783-3838 jtauer@coloradocommunity.org	Yes	No	0
35	Career Services	Colorado Department of Regulatory Affairs	1560 Broadway, Suite 110 Denver, CO 80202 dora_edo_callcenter@state.co.us	Yes	No	0
36	Career Services	Colorado Division of Veterans Affairs	1355 South Colorado Boulevard, Building C Suite 113 Denver, CO 80222 303-284-6077 CDVAinfo@DMVA.state.co.us	Yes	No	0
37	Debbie Byrd	Colorado Media School	Colorado Media School 404 S Upham Street Lakewood CO 80226 303-479-4908 dbyrd@beonair.com	Yes	No	0

38	Kirsten Gauthier- Newbury	Colorado Mountain College	1330 Bob Adams Dr. Steamboat Springs, CO 80903 970-870-4444 kgnewbury@coloradomtn.edu	Yes	No	0
39	Career Services	Colorado State University- Denver	475 17th Street Ste. 300 Denver, CO 80202 303-376-2624 StudentEmployment@colostate.edu	Yes	No	0
40	Matt Leland	Colorado State University- Fort Collins	711 Oval Drive Ammons Hall Ft. Collins, Colorado 80523 970-491-5707 Career_info@mail.colostate.edu	Yes	No	0
41	Ammons Hall	Colorado State University- Pueblo	2200 Bonorte Blvd Pueblo, Colorado 81001 719-549-2980 careercenter@csupueblo.edu	Yes	No	0
42	Dayna Vaiana	Colorado Women's Chamber of Commerce	1350 17 <sup>th</sup> St., Suite 100 Denver, CO 80202 303-458-0220 dvaiana@cwcc.org	Yes	No	0
43	Liz Mares	Columbia College	6892 S. Yosemite Ct. Centennial, CO 80112 303-771-0176 ejmases@ccis.edu	Yes	No	0
44	Kazia Washington	Community College of Aurora	710 Alton Way Denver, CO 80230 303-360-4700 Kazia.Washington@CCAurora.edu	Yes	No	0
45	J Espinosa	Denver Hispanic Chamber of Commerce	924 W Colfax Ave #201 Denver, CO 80204 303-534-7783 jespinoza@hispanicchamberdenver.org	Yes	No	0
46	Lauren Garrett	Denver Indian Center	4407 Morrison Road Denver, CO 80219 303-936-2688 lauren@denverindiancenter.org	Yes	No	0
47	Jessica Walker	Eastern New Mexico University	1500 S Avenue K Portales, NM 88130 505-562-2211 Jessica.walker@enmu.edu	Yes	No	0
48	Chris McGuire	Emily Griffith Opportunity School	1860 Lincoln St. Denver, CO 80203 720-423-4745 CDC@dpsk12.org	Yes	No	0
49	Carissa Seger	Everest College-Colorado Springs	1815 Jet Wing Drive Colorado Springs, CO 80916 719- 638-6580 Carissa.Seger@zenith.org	Yes	No	0

50	Tammy Guenther	Front Range College -Westminster	3645 W 112 <sup>th</sup> Ave Westminster, CO 580031 303-404-5550 Tammy.guenther@frontrange.edu	Yes	No	0
51	Melany Deem	The Gathering Place	1535 High Street Denver, CO 80218 303-321-4198 Melany@tgpdenver.org	Yes	No	0
52	Mona Franklin	Haskell Indian Nations University	155 Indian Ave Box 5030 Lawrence, KS 66046 785-749-8448 Mona.Franklin@BIE.edu	Yes	No	0
53	Cassie Sams	Johnson & Wales University	7150 Montview Blvd. Denver, CO 80220 303-256-9300 Eileen.walsh@jwu.edu	Yes	No	0
54	Ket Winsor	Lamar Community College	2401 South Main Lamar, CO 81052 719-336-1537 Learning.support@lamarcc.edu	Yes	No	0
55	Career Services	Larasa	309 W 1 <sup>st</sup> Ave Denver, CO 80223 303-722-5150 fredfell@cilaro.org	Yes	No	0
56	Sandra Francis	Little Priest Tribal College	601 East College Drive P.O. Box 270 Winnebago, NE 68071 402-878-2380 sandra.francis@littlepriest.edu	Yes	No	0
57	Daniel Garcia	Mi Casa Business Center for Women	345 S Grover St. Denver, CO 80219 303-573-1302 dgarcia@MiCasaResourceCenter.org	Yes	No	0
58	Maria Cardenas	Morgan Community College	920 Barlow Rd Fort Morgan, CO 80701 970-542-3157 maria.cardenas@morgancc.edu	Yes	No	0
59	Career Services	NAACP Denver	PO Box 5705 Denver, CO 80217 720-210-9889 Chapter@NAACPDenver.org	Yes	No	0
60	Career Services	National American University	1325 S. Colorado Boulevard Suite 100 Denver, CO 80222 303-876-7100 centadmissions@national.edu	Yes	No	0
61	Juanita Tom	Navajo Technical University	Lowerpoint Rd State Hwy 371 Crownpoint, NM 87313 505-786-4100 jtom@navajotech.edu	Yes	No	0

62	Career Services	New Mexico Highlands University	1005 Diamond St Las Vegas, NM 87701 505-454-3251 careerservices@nmhu.edu	Yes	No	0
63	Career Services	New Mexico State University	1780 E University Ave Las Cruces, NM 88003 575-646-1631 employer@nmsu.edu	Yes	No	0
64	Cindy Carey	Northeastern Junior College	100 College Ave Sterling, CO 80751 800-626-4637 Cindy.carey@njc.edu	Yes	No	0
65	Allison Hall	Otero Junior College	1802 Colorado Ave La Junta, CO 81050 719-384-6931 Allison.Hall@ojc.edu	Yes	No	0
66	Christine Chavez	Pike's Peak Community College	5675 S. Academy Blvd Colorado Springs, CO 80906 800-456-6847 career@ppcc.edu	Yes	No	0
67	Career Services	Pueblo Community College	900W Orman Ave Pueblo, Co 81004 719-549-3200 offcampusjobs@pueblocc.edu	Yes	No	0
68	Governor Kurt Riley	Pueblo of Acoma	P.O. Box 309 Acoma Pueblo, NM 87034 505-552-6604 governor@puebloofacoma.org	Yes	No	0
69	Suzanne Sullivan	Red Rocks Community College	13300 W 6 <sup>th</sup> Ave Lakewood, CO 80228 303-914-6258 student.employment@rrcc.edu	Yes	No	0
70	Katie McCue	Regis University	3333 Regis Blvd Denver, CO 80221 303-458-4100 jobs@regis.edu	Yes	No	0
71	Barbara Kelly	Rocky Mountain SER	3555 Pecos St Denver, CO 80211 303-480-9394 rmser@rmser.org	Yes	No	0
72	Kathi Hail	San Juan College	4601 College Blvd Farmington, NM 87402 505-326-3311 hailk@sanjuancollege.edu	Yes	No	0
73	Patty Armstrong	Santa Fe Community College	6401 Richards Ave Santa Fe, NM 87508 505-428-1406 Patty.armstrong@sfcc.edu	Yes	No	0
74	Career Services	Santa Fe University of Art and Design	1600 St. Michael's Dr Sana Fe, NM 87505 800-456-2673 careerservices@santafeuniversity.edu	Yes	No	0



75	Silvia G	Servicios de La Raza	3131 W 14 <sup>th</sup> Ave Denver, CO 80204 303-458-5851 silviag@serviciosdelaraza.org	Yes	No	0
76	Sara Leeper	Shalom Denver	2498 W 2 <sup>nd</sup> Ave Denver, CO 80223 303-922-2100 sleeper@jewishfamilyservice.org	Yes	No	0
77	Julie Quintiana	The Pueblo Latino Chamber of Commerce	215 S Victoria Ave Pueblo, CO 81003 719-542-5513 office@pueblolatinochamber.com	Yes	No	0
78	Roberta Taylor-Hill	Trinidad State Jr. College-Valley Campus	600 Prospect St Trinidad, CO 81082 719-589-7000 Roberta.taylor-hill@trinidadstate.edu	Yes	No	0
79	Noetta Harjo	University of Oklahoma; American Indian Institute	1639 Cross Center Drive Norman, OK 73019 405-325-4127 oucs@ou.edu	Yes	No	0
80	Career Services	University of Colorado- Denver	1201 Larimer St Denver, CO 80204 303-315-5969 gcc@ucdenver.com CareerCenter@ucdenver.edu	Yes	No	0
81	Jacob Jedamus-Denu	University of Colorado-Boulder Campus	2010 Willard Loop Dr Boulder, CO 80305 303-492-1411 jacob.jedamus-denu@Colorado.edu	Yes	No	0
82	Bev Kratzer	University of Colorado- Colorado Springs	1420 Austin Bluffs Parkway, PO Box 7150 Colorado Springs, CO 80918 bkratzer@uccs.edu	Yes	No	0
83	Julia Nelson	University of Denver	2199 University Blvd Denver, CO 80208 303-871-2000 Julia.Nelson@du.edu	Yes	No	0
84	Korri Stainbrook	University of Phoenix	10004 Park Meadows Dr. Lonetree, CO 80124 303-755-9090 Korri.Stainbrook@phoenix.edu	Yes	No	0
85	Jordan Bodine	University of the Southwest	6610 N Lovington Hwy Hobbs, NM 88240 575-492-2143 jbodine@usw.edu	Yes	No	0
86	Lavon Kemp	Urban League of Metro Denver, Inc.	2015 York St. Denver, CO 80205 303-388-5861 lkemp@denverurbanleague.org	Yes	No	0
87	Career Services	Webster University of Denver	9250 W. Costilla Ave, Suite 310 Aurora, CO 80112 303-708-8305 mreed@webster.edu	Yes	No	0

88	Svea Whiting	Western State Colorado University	College Union 102 Gunnison, CO 81231 970-943-0120 swhiting@western.edu	Yes	No	0
89	Women's College Coalition	Women's College Coalition	1901 E Asbury Ave, St 390 Denver, CO 80208 303-892-8444 colleges@womenscolleges.org	Yes	No	0
90	Career Services	Women's Foundation of Colorado	1901 E. Asbury Ave Denver, CO 80208 303-285-2960 wfco@wfco.org	Yes	No	0
91	Women's Resource Agency	Women's Resource Agency, Inc	750 Citadel Dr E #3128 Colorado Springs, CO 80909 719-471-3170 reception@wrainc.org	Yes	No	0
92	Renee Rieder	YWCA of Boulder County	2222 14 <sup>th</sup> St Boulder, Co 80302 303-443-0419 renee@ywcaboulder.org	Yes	No	0

#### **COMPANY POSTINGS AND WEBSITES**

93	EEO Coordinator	Entercom Corporate Website	Entercom.com/careers	11
94	EEO Coordinator	Internal postings (common area boards) or e-mail to <a href="mailto:DENVERTEAM@ENTERCOM.COM">DENVERTEAM@ENTERCOM.COM</a>	Wanda.reese@entercom.com	8
95	EEO Coordinator	DirectEmployers Association	<a href="https://de.nlx.org/pdfs/JobAlliancesList.pdf">https://de.nlx.org/pdfs/JobAlliancesList.pdf</a>	0

#### **ADVERTISING**

72	Direct Employers	<a href="https://de.nlx.org/pdfs/JobAlliancesList.pdf">https://de.nlx.org/pdfs/JobAlliancesList.pdf</a>	
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#### **JOB FAIRS**

NAB National Job Fair	Supplemental Recruitment Initiative #7	
CU Denver College of Arts & Media Internship & Job Fair	Supplemental Recruitment Initiative #8	
Colorado's Broadcasters Virtual Job Fair	Supplemental Recruitment Initiative #9 & 12	
Colorado Media School Career Fair Expo	Supplemental Recruitment Initiative #11	

#### **OTHER SOURCES**

On-Air Advertisements	3
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Indeed	7
LinkedIn	9
Glassdoor.com	2
Employee Referral	20
All Access	3
Industry Referral	7
<b>Total # of New Interviewees Referred</b>	<b>70</b>

### 3. Supplemental Recruitment Initiatives.

Initiatives		Date	Location	Description	Titles of Employees Involved
1	Entercom Careers Page	Periodically throughout the year	Entercom Riverside	The websites for each of the stations in the Employment Unit include a link to the Entercom Careers page, which has information about careers in broadcasting.	EEO Coordinator
2	DirectEmployers Association	Periodically throughout the year	Entercom Riverside	Each vacancy at the Employment Unit, including upper-level category openings, is posted on the sites of organizations that are members of the DirectEmployers Association Job Syndication Alliance. Members of the Alliance include organizations whose membership includes participation of women and minorities, veterans and military families, government agencies, as well as other job candidates that might not be aware of employment opportunities in broadcasting.	EEO Coordinator
3	Internship Program	Periodically throughout the year	Entercom Denver	Entercom Denver offers paid internships at the radio stations in our Promotions and Programming departments. Interns must be college students and receive college credit for the internships. The Promotions 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. 4 interns participated in this program during the annual reporting period.	Director of Programming Promotions Director
4	On-Air EEO Policy and Invitation to Receive Job Openings	Periodically throughout the year	Entercom Denver	Once a month, Entercom Denver airs recruitment advertisements on all stations, seeking applicants across the departments. Advertisements inform the Denver area of Entercom's EOE policy and invite all organizations to be a part of our recruitment process.	EEO Coordinator Traffic Manager
5	Colorado Media School Tour	February 28, 2019	Entercom Denver	Entercom Denver hosted 15 students studying Media courses at Colorado Media School. Variety of departments were represented and they spoke about a career in radio and students were given an opportunity to ask questions and tour the station	HR Manager Local Sales Assistants Director of Marketing & Programming On-Air Talent Traffic Manager
6	Colorado Christian School Tour	February 28, 2019	Entercom Denver	Entercom Denver hosted 22 students studying Media courses at Colorado Christian School. Variety of departments were represented and they spoke about a career in radio and students were given an opportunity to ask questions and tour the station	HR Manager Local Sales Assistants Director of Marketing & Programming On-Air Talent Traffic Manager



7	NAB National Job Fair	April 9, 2019	Las Vegas, NV	Entercom attended the national industry wide career fair at the NAB Show in Las Vegas. Entercom met with attendees, distributed job openings and discussed careers in radio at Entercom.	HR Administrator
8	CU Denver College of Arts & Media Internship & Job Fair	April 17, 2019	Entercom Denver	Entercom Denver had a table at the CU College of Arts & Media Internship & Job Fair. Job openings were distributed and Entercom.com/careers link was shared for candidates to apply.	HR Manager Promotions Hiring Manager
9	Colorado's Broadcasters Virtual Job Fair	May 13 – 17, 2019	Entercom Denver	Entercom Denver was part of a Virtual Job Fair through Colorado's Broadcasters. KALC-FM/KQKS-FM/KQMT-FM/KEZW-AM/KQKSHD2-FM participated.	Business Administrator
10	Guest Speaking Event at Colorado Media School	July 31, 2019	Entercom Denver	Entercom Denver's Promotions Coordinator spoke to student's about a career in radio.	Promotions Coordinator
11	Colorado Media School Career Fair Expo	August 7, 2019	Entercom Denver	Entercom Denver had a table at the Colorado Media School Career Fair Expo. Job openings were distributed and Entercom.com/careers link was shared for candidates to apply.	Promotions Director Business Administrator
12	Colorado's Broadcasters Virtual Job Fair	November 4 – 8, 2019	Entercom Denver	Entercom Denver was part of a Virtual Job Fair through Colorado's Broadcasters. KALC-FM/KQKS-FM/KQMT-FM/KEZW-AM/KQKSHD2-FM participated.	Business Administrator
13	EEO Breakfast	November 12, 2019	Entercom Denver	Entercom Denver hosted a breakfast for EEO Recruitment Sources. Managers discussed the opportunities available and provided an overview of their specific departments. A station tour was provided. 4 recruitment contacts participated and were strongly encouraged to refer candidates for our open positions.	Traffic Manager, Office Manager, Operations Manager, Sales Manager, Producer, Digital Manager

