



Renda Radio Incorporated · 904 North Main Street · Punxsutawney, PA 15767 · P: (814) 938-6000 · F: (814) 938-4237  
punjobs@rendamedia.com

# EEO PUBLIC FILE REPORT 2018



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## TABLE OF CONTENTS

Cover Page	Page 1
Table of Contents	Page 2
Open Positions 2017 – 2018	Page 3
Supplemental Recruitment Measures	Page 4
Detailed Recruitment Resources	Page 5



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## OPEN POSITIONS 2017 - 2018

Position: WPXZ/WKQL/WECZ Administrative Assistant / On Air Production

Hiring Stations: WPXZ/WKQL/WECZ  
 Hiring Date: 02/09/2018  
 Hiring Source: Online Advertisement

Date Opened	Recruitment Sources*	# Interviewed
January, 2018	Station Website	1
	Radio Advertisement	1
	Newspaper	0
	Online Advertisement	3
	College Posting	2
	Referral	0
	Other	1

**Total # Interviewed: 8**

Position: WPXZ/WKQL/WECZ General Manager

Hiring Stations: WPXZ/WKQL/WECZ  
 Hiring Date: 08/01/2017  
 Hiring Source: Other / Past employee reconnected for opening

Date Opened	Recruitment Sources*	# Interviewed
July, 2017	Station Website	0
	Radio Advertisement	1
	Newspaper	0
	Online Advertisement	0
	College Posting	0
	Referral	0
	Other	1

**Total # Interviewed: 2**



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## SUPPLEMENTAL RECRUITMENT MEASURES

### Job Fairs and Supplemental Recruitment:

Event Type:	Penn State DuBois Career Fair
Location:	Penn State College - DuBois, PA
Date of Event:	03/28/2018 1PM – 3PM
Personnel Attending / Position:	Stevette Rosen / General Manager

WPXZ/WKQL/WECZ participates with local organizations in an attempt to distribute any and all job openings to potential personnel. WPXZ/WKQL/WECZ also does multiple events per year, some for charities that expose the station and their functions to local listeners who are encouraged to review and apply for any and all job openings throughout the calendar year.

### General Outreach Efforts for WPXZ/ WKQL / WECZ

1. Ongoing – WPXZ/WKQL/WECZ offers Internships during college semesters to students who are typically juniors or seniors so that they may receive college credit as well as experience for their internships. Colleges and Universities are notified of this available resource and directed to our website for more information.
2. Ongoing – WPXZ/WKQL/WECZ job openings are offered on our websites ([www.wpxz1041fm.com](http://www.wpxz1041fm.com) and [www.kool1033fm.com](http://www.kool1033fm.com)) which contains information designed to inform the general public of the various career opportunities and necessary job skills needed for open positions available within the broadcasting industry.
3. Ongoing – WPXZ/WKQL/WECZ runs an on-air schedule (ten thirty-second commercials per week) Monday through Sunday, Midnight to Midnight, inviting any organization wishing to receive notification of open positions or any entity wishing to be added to our recruitment list to contact us directly. This updated list is then used for any new job vacancy within the radio stations.
4. Ongoing – Renda Radio Inc. hosts tours at various times of the year to educate and involve area groups and potential candidates to the broadcasting environment. Some of the listed groups below have toured our facilities with employee guides explaining the business and daily operations.
  - Boy Scouts of America
  - Punxsutawney Area Schools



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## RECRUITMENT SOURCES

PA Career Link 425 Sixth Avenue 22 <sup>nd</sup> Floor Pittsburgh, PA 15219	Various	www.pacareerlink.state.pa.us	Main Number: 412-552-7100
Renda Radio Inc. 904 N. Main Street Punxsutawney, PA 15767	General Manager	Radio Advertisement	P: (814) 938-6000· F: (814) 938-4237 punjobs@rendamedia.com
Renda Broadcasting Corporation 900 Parish Street Pittsburgh, PA 15220	Corporate Offices	Internal Affiliate Company Referrals	P: (412) 875-1800· F: (412) 875-1801 info@rendabroadcasting.com
The Punxsutawney Spirit 510 Pine Street Punxsutawney, PA 15767	Editor	Newspaper Advertisement	814-938-870
Courier Express P.O. Box 407 DuBois, PA 15801	Editor	Newspaper Advertisement	814-371-4200
Renda Radio Inc. 904 N. Main Street Punxsutawney, PA 15767	General Manager	Internal Referrals	P: (814) 938-6000· F: (814) 938-4237 punjobs@rendamedia.com
Employee Referrals	Various	Various	Various
Craigslist	N/A	www.craigslist.com	N/A
PAB	Richard Wyckroff	8501 Paxton Street Hummelstown, PA 17036	717-482-4820 gponti@pab.org
Indiana University of Pennsylvania	Tracey Career Services	402 ECB Indiana, PA 15701	724-357-2235 724-357-4079 FAX
Pennsylvania State University	Placement Office	312 Old Main University Park, PA 16802	814-865-2377 <a href="http://psu-csm.symplicity.com/employers">http://psu-csm.symplicity.com/employers</a>
Slippery Rock University	Career Services	102 Malthy Slippery Rock, PA 16057	724-738-9000 Fax: 724-738-2902 <a href="http://www.collegecentral.com/slipperyrock">www.collegecentral.com/slipperyrock</a>
Clarion University	Career Services	Clarion, PA 16214	800-672-7171 <a href="http://www.collegecentral.com/clarion">http://www.collegecentral.com/clarion</a>
Illinois Center for Broadcasting	Dave Cogozzo, Director of Placement	Unknown at this time	Placement.lombard@beonair.com
Slippery Rock University	Career Services	102 Malthy Slippery Rock, PA 16057	724-738-9000 Fax: 724-738-2902 <a href="http://www.collegecentral.com/slipperyrock">www.collegecentral.com/slipperyrock</a>
Westmoreland County Community College	Cheri Noel	Ambrust Road Youngwood, PA 15697	724-925-4058 724-925-5802 E-mail: <a href="mailto:noelc@wccc-pa.edu">noelc@wccc-pa.edu</a> or <a href="mailto:careers@wccc.edu">careers@wccc.edu</a>
Edinboro State University	Ms. Sue Ickes Center for Career Serv.	106 McNerney Hall Edinboro, PA 16444	814-732-2000 Fax: 814-732-2909 ickes@edinboro.edu
Radio Station Websites	General Manager	Website Advertisement	www.wpxz1041fm.com www.kool1033fm.com