

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period: September 22, 2017 – September 21, 2018

1) **Employment Unit: Spanish Broadcasting System, Inc./Miami**

2) **Unit Members (Stations and Communities of License):**

WSBS-TV, Key West, FL (FCC Facility ID #72053)

WSBS-CA, Miami, FL (FCC Facility ID #29547)

KTBU-TV, Houston, TX (FCC Facility ID #28324)¹

3) **EEO Contact Information for Employment Unit:**

Mailing Address: 7007 NW 77 th Avenue Miami, FL 33166	Telephone Number: (786)470-1769
	Contact Person/Title: Dyana Burgess – Payroll Clerk
	E-mail Address: DBurgess@SBSCorporate.com

4) **Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

Job Title	Recruitment Source Referring Hiree
(a) <u>Junior Master Control Operator</u>	<u>Word of Mouth</u>
(b) <u>Sales Coordinator</u>	<u>Word of Mouth</u>

¹ Effective April 1, 2018, Spanish Broadcasting System, Inc. has commenced reporting KTBU-TV as part of its Miami, Florida Employment Unit. The Employment Units shared production and management level employees.

a) Job Title: Junior Master Control Operator Referral Source(s) of Hire: Word of Mouth

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Word of Mouth		7007 NW 77 th Avenue, Miami, FL 33166	(305)441-6901	4	No
SBS Website	Dyana Burgess jobs@sbscorporate.com	http://www.spanishbroadcastingsystem.com/jobs.shtml 7007 NW 77 th Avenue, Miami, FL 33166	(305)441-6901	0	No

b) Job Title: Sales Coordinator Referral Source(s) of Hire: Word of Mouth

Name of Organization Notified of Job Vacancy	Contact Person	Address	Telephone Number	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
Word of Mouth		7007 NW 77 th Ave, Miami, FL 33166	(305)441-6901	2	No
CareerBuilder	Jeff Carrol Jeff.carroll@careerbuilder.com	3445 Peachtree Rd, Floor 7 Atlanta, GA 30326	(770)688-1334	4	No
SBS Website	Dyana Burgess Jobs@sbscorporate.com	http://www.spanishbroadcasting.com/jobs.shtml 7007 NW 77 th Ave, Miami, FL 33166	(305)441-6901	0	No

Station(s) WSBS are Equal Opportunity Employer(s).

- 6) **Total # of Interviewees Referred:** For the period from **September 22, 2017 – September 21, 2018** this Employment Unit interviewed 10 interviewees for full-time job vacancies.
- 7) **Supplemental Recruitment Initiatives.** List and briefly describe the Supplemental Recruitment Initiatives undertaken during the period covered by this Report.

(a) **Initiative:** Employee Trainings

During the reporting period, the employment unit held a training session designed to enable station personnel to upgrade and/or acquire skills that could qualify them for higher level positions. The training session included Managers, Local Sales Manager, Digital Managers, and Account Executives on August 8, 2018 and consisted of background on digital advertising platforms and information on how to sell and schedule digital advertising products.

(b) **Initiative:** Internship Program

During the reporting period, the employment unit hosted seven (7) interns in the Programming Department. One from Miami Media School and the other from Florida International University. Three (3) from the Center of Cinematography – Arts and TV; two (2) from Florida International University; one (1) from Miami Media School; and one (1) from University of Nevada Las Vegas. The students received education credit for participation in the program.

(c) **Initiative:** Training Management Level Personnel to Prevent Discrimination

All New Hires at the employment unit are required to participate in a Mandatory Online Course on “Sexual Harassment Training” and receive certificates upon completion.