

WKTU
EEO Public File Report
2/1/17 - 1/31/18¹

I. Full Time Vacancies Filled During Reporting Period 2/1/17 - 1/31/18

Full Time Position	Recruitment Sources Used (code)	Recruitment Source for Successful Candidate (code)
Sales Planner	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45, 47	35
Sales Planner	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45, 47	35
I.T. Specialist	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 22, 23, 24, 25, 26, 27, 28, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45, 46, 47	2
Digital Marketing Consultant	1, 2, 3, 4, 5, 7, 11, 14, 15, 16, 17, 18, 20, 21, 22, 23, 24, 25, 26, 27, 28, 31, 34, 35, 39, 40, 42, 43, 44, 45, 47, 49, 50, 51	51
Technical Media Producer	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 22, 23, 24, 25, 26, 27, 28, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45, 47, 49	43
Morning News Producer	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 22, 23, 24, 25, 26, 27, 28, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45, 47, 49	35
Sales Planner	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 22, 23, 24, 25, 26, 27, 28, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45, 47	35
Account Executive	1, 2, 3, 4, 5, 7, 9, 10, 11, 14, 15, 16, 17, 19, 20, 21, 22, 23, 24, 25, 26, 27, 28, 30, 31, 33, 34, 35, 38, 39, 40, 42, 43, 44, 45, 47	35
Weekend Meteorologist	1, 2, 3, 4, 5, 7, 11, 13, 14, 15, 16, 17, 18, 20, 21, 22, 23, 24, 25, 26, 27, 28, 31, 34, 35, 39, 40, 42, 43, 44, 45	13

¹ This Report was revised in January 2019 to address reporting issues.

II. Recruitment Sources 2/1/17 - 1/31/18

Code No.	Recruitment Source (Name, Address, Contact Person, Phone Number) ²	Total Number of Interviewees Referred by Source During Recruiting Period
1	Oneida County Veterans Services 800 Park Ave. Utica, NY 13501 (315) 798-5830	0
2	Working Solutions One Stop Center New York State Office Building, 1st Floor 207 Genesee Street Utica, NY 13501 Phone: (315) 793-2219 Fax: (315) 793-6340 Does_Utica@labor.state.ny.us	2
3	Working Solutions One Stop Center 320 N. Prospect Street Herkimer, New York 13350 Phone: (315) 867-1400 hceta@herkimercounty.org	0
4	Working Solutions One Stop Center 1006 Oneida Plaza Drive Oneida, New York 13421 Phone: (315) 363-2400 Fax: (315) 363-4545 madet@co.madison.ny.us	0
5	SUNY College at Oneonta 108 Ravine Parkway Oneonta, NY 13820 Phone: 607-436-3500	0
6	Lyndon State College Department of Atmospheric Sciences P. O. Box 919 Lyndonville, VT 05851	0

² None of the Recruitment Sources listed on this Report are entitled to a job vacancy notification.

	Phone: 802-626-6238 lsc-metchair@lyndonstate.edu	
7	Herkimer County Community College Career Counseling Services 100 Reservoir Rd., RMCC 265 Herkimer, NY 13350 Phone: 315-866-0300 x8284 Fax: 315-866-0706	0
8	Utica School of Commerce 201 Bleecker Street Utica, NY 13501 Phone: 1-800-321-4872 Fax: 315-733-9281	0
9	SUNY IT Attn: Anthony Panebianco 100 Seymour Road Utica, NY 13502 Phone: 315-792-7500	1
10	Mohawk Valley Community College 1101 Sherman Drive Utica, NY 13501 Phone: 315-792-5400	0
11	Syracuse University S.I. Newhouse School of Communications Career Development Center 215 University Place Syracuse, NY 13244-2100 belichti@syr.edu	1
12	Penn State University Department of Meteorology 503 Walker Building University Park, PA 16802-5013 Phone: 814-865-0478 Fax: 814-865-9429 meteojobs@meteo.psu.edu	0
13	SUNY at Albany DAES-ES351 Albany, NY 12222	1

	Phone: 518-442-4556 Fax: 518-442-5825	
14	NAACP - Utica Chapter 1212 Seymour Ave. Utica, NY 13501-40061 Phone: 315-765-0983 uticanaacp@aol.com	0
15	NAACP - Utica Chapter 6068 Shed Road Rome, NY 13440 Phone: 315-337-0407	0
16	NAACP - Syracuse. P.O. Box 397 Syracuse, NY 13205 Phone: 315-422-6933	0
17	Mohawk Valley Community Action Agency 1721 Black River Blvd. Rome, NY 13440 Phone: 315-339-2649 Fax: 315-336-0749	0
18	Mohawk Valley Community Action Agency 401 E. German Street Herkimer, NY 13350 Phone: 315-866-0030 Fax: 315-866-2523	0
19	Mohawk Valley Community Action Agency 1100 Miller Street Utica, NY 13501 Phone: 315-733-4873 Fax: 315-733-8928	0
20	Hamilton College 198 College Hill Road Clinton, NY 13323 Phone: 315-859-4011	0
21	SUNY Oswego 7060 Route 104 Oswego, NY 13126-3599 Phone: 315-312-3065	0

22	<p>Utica College Office of Career Services 1600 Burrstone Road Utica, NY 13502 Phone: 315-792-3087 Fax: 315-792-3370 careerservices@utica.edu</p>	0
23	<p>NYS Teamsters - Local 182 110 Lomond Court Utica, NY 13502 315-724-3111</p>	0
24	<p>MV Resource Center for Refugees 309 Genesee Street Utica, NY 13501 Phone: 315-738-1083 Fax: 315-738-1168 info@mvrer.org</p>	0
25	<p>Colgate University 13 Oak Drive. Hamilton, NY 13346 Phone: 315-228-1000</p>	0
26	<p>NYS Broadcasters Association 1805 Western Avenue Albany, NY 12203 Phone: 518-456-8888 Fax: 518-456-8943 info@nysbroadcasters.org</p>	0
27	<p>Neighborhood Center 293 Genesee Street Utica, NY 13501 Phone: 315-272-2600</p>	0
28	<p>Ithaca College Ithaca, NY 14850 Phone: 607-274-3590</p>	0
29	<p>Cornell University 1123 Bradfield Hall Ithaca, NY 14853 Phone: 607-255-3034</p>	0

30	NYS Education Department VESID 207 Genesee Street Utica, NY 13501 Phone: 315-793-2536 Fax: 315-793-2724	0
31	Utica Community Action 253 Genesee Street Utica, NY 13501 Phone: 315-797-6473	0
32	SUNY Brockport Dept. of Earth Sciences Lennon Hall 350 New Campus Drive Brockport, NY 14420 Phone: 585-395-2636	0
33	Frank N. Magid & Associates, Inc. 1775 Broadway, Suite 1401 New York, NY 10019 Phone: 212-515-4520 Fax: 212-515-4540 newyork@magid.com	2
34	WKTV Attn: Human Resources P.O. Box 2 Utica, NY 13503 Phone: 315-733-0404	0
35	Station Website www.wktv.com	22
36	Regional Help Wanted www.regionalhelpwanted.com	0
37	Spots and Dots www.spotsndots.com	0
38	Magid www.magid.com	0
39	TV Jobs	2

	www.tvjobs.com	
40	Media Line www.medialine.com	0
41	Society of Broadcast Engineers www.sbe.org	0
42	Word of Mouth	6
43	In-House Postings	2
44	Walk-In Applicants	0
45	Job Fairs	0
46	SUNY at Alfred 10 Upper College Drive Alfred, NY 14802 Phone: 607-587-4060	0
47	Zip Recruiter http://www.ziprecruiter.com	11
48	Job Rapido http://www.jobrapido.com	0
49	Staffworks 600 French Road New Hartford , NY 13413 315-735-5050	0
50	NewsCheckMedia LLC 24 West Lancaster Ave., Suite 205 Ardmore, PA 19003	0
51	Linked In http://www.linkedin.com	1
Total Number of Interviewees:		51

III. Recruitment Initiatives

February 2017:

Our station hosted a high school student for a one-day job shadow. The student experienced what it is really like to work in broadcasting and had the opportunity to ask questions about careers in broadcasting.

March 2017:

Our station hosted a group of students from Central Valley Academy for a tour of the station. The students received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.

Our station hosted two high school students for one-day job shadows. The students experienced what it is really like to work in broadcasting and had the opportunity to ask questions about careers in broadcasting.

April 2017:

Our station hosted members of the Arc of Oneida-Lewis for a tour of the station. Attendees received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.

Our station hosted two high school students for one-day job shadows. The students experienced what it is really like to work in broadcasting and had the opportunity to ask questions about careers in broadcasting.

Our Morning Anchor visited a journalism class at Vernon-Verona-Sherrill High School where he discussed his career and answered students’ questions.

May 2017:

Our Chief Meteorologist attended a career day for middle school students in New York Mills where he was available to answer questions about careers in broadcasting.

Our News Director spoke to a 4-H public policy and media class in Utica. Students had the opportunity to ask both specific questions about our News Director’s career, and questions about careers in broadcasting generally.

June 2017:

During the Reporting Period (specifically, from April to June, 2017), our station hosted a student intern from BOCES in our News department. The intern was supervised by our News Director and his responsibilities included shadowing and assisting anchors, reporters and producers as they gathered stories for our afternoon and evening newscasts.

July 2017:

Our station hosted clients from Pathways to Employment for two station tours. Attendees received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.

August 2017:

Our station hosted members of Arc Herkimer for a station tour. Attendees received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.

During the Reporting Period (specifically, from May to August, 2017), our station hosted a student intern from Ithaca College in our News department. The intern was supervised by our News Director and her responsibilities assisting anchors, reporters and producers with gathering, writing, and editing news content for broadcast and digital distribution.

September 2017:

Our Morning Meteorologist guest lectured at a weather/climate class at Herkimer College. In addition to substantive questions about weather/climate, students had the opportunity to ask our Morning Meteorologist questions related to careers in broadcasting.

During the Reporting Period (specifically, from June to September, 2017), our station hosted two student interns from Rome Free Academy and Richfield Springs Jr./Sr. High School in our News department. The interns were supervised by our News Director and their responsibilities included shadowing and assisting anchors, reporters and producers with gathering, writing, editing, and presenting news content.

Our station hosted teachers from the Dolgeville School District for a station tour. Attendees received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.

October 2017:

Our Morning Anchor attended a career day event at New Hartford Middle School where he was available to answer questions about careers in broadcasting.

November 2017:

Our News Director spoke to a 4-H public policy and media class in Utica. Students had the opportunity to ask both specific questions about our News Director’s career, and questions about careers in broadcasting generally.

Our station hosted students from Westmoreland High School for a station tour. Students received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.

Our station hosted members of the Oneida 4H club for a station tour. Attendees received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.

Our station hosted clients from Pathways to Employment for a station tour. Attendees received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.

December 2017:

Our Multi-Media Journalist took part in a career day at Clinton Middle School. Students had the opportunity to ask both specific questions about our Multi-Media Journalist’s career, and questions about careers in broadcasting generally.

Our station hosted a student from Proctor High School for a one-day job shadow. The student experienced what it is really like to work in broadcasting and had the opportunity to ask questions about careers in broadcasting.

Our station hosted students from Vernon-Verona-Sherrill High School for a station tour. Students received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.

Our Multi-Media Journalist spoke to a journalism class at Herkimer College. In addition to substantive questions about journalism, students had the opportunity to ask our Multi-Media Journalist questions related to careers in broadcasting.

Our Multi-Media Journalist attended a career day breakfast at Oneida-Herkimer-Madison BOCES in New Hartford. Students had the opportunity to ask both specific questions about our Multi-Media Journalist’s career, and questions about careers in broadcasting generally.

Our Morning Meteorologist attended at career day at Sauquoit Valley Middle School. Students had the opportunity to ask both specific questions about our Morning Meteorologist’s career, and questions about careers in broadcasting generally.

Our station hosted members of Arc Otsego for a station tour. Attendees received a “behind the scenes” view of our studios and had the opportunity to ask questions about careers in broadcasting.