

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period April 01, 2018 to March 31, 2019.

1) Employment Unit: CBS Broadcasting, Inc./Philadelphia Television Station, Inc.

2) Unit Members (Stations and Communities of License): KYW-TV; WPSG-TV

3) EEO Contact Information for Unit Member:

Mailing Address: 1555 Hamilton Street Philadelphia, PA 19130	Telephone Number: (215) 977-5571
	Contact Person: Paul Marrero: Human Resource Manager
	E-mail Address: Marrero@cbs3.com

I. FULL TIME VACANCIES DURING REPORTING PERIOD – Jobs Filled (See Master Recruitment Source List for recruitment source data)

Job Title	Recruitment Source Notified of Job Vacancy	Recruitment Source of Hiree
Executive Producer	1 – 62	61
Reporter	1 – 62	62
Photographer	1 – 62	61
Broadcast Engineer	1 – 62	61
Broadcast Engineer	1 – 62	61
Reporter - Traffic	1 – 62	61
Producer	1 – 62	61
Assignment Editor	1 – 62	61
Accountant	1 – 62	61
Director, Digital Content	1 – 62	61

II. MASTER RECRUITMENT SOURCE LIST UTILIZED DURING REPORTING PERIOD

COD E #	RECRUITMENT SOURCE	ADDRESS	CONTACT	PHONE	REQUESTED NOTIFICATION (Y/N)	NUMBER OF INTERVIEWEES REFERRED
1.	PA CareerLink Philadelphia North	Philadelphia , PA 19123	joabell@pa.gov	EMAIL	N	
2.	Burlington County One-Stop Career Center	795 Woodlane Road, Westhampton NJ	henry.bass@dol.state.nj.us	609-518-3905	N	
	Camden County One-Stop Career Center 03	2600 Mount Ephraim Avenue Suite 102, Camden NJ 08104	geoffrey.taylor@dol.state.nj.us	856-614-3156	N	
3.	Delaware County Community College CareerLink	901 S. Media Line Road, Media, PA 19063	maryfergus@pa.gov	610-723-6007	N	
4.	Fox Valley One	4425 N	allen.jones@state.de.us	302-761-6634	N	

	Stop Career Center	MARKET ST, WILMINGT ON DE 19802				
5.	Gloucester County One-Stop Career Center	215 Crown Point Road, Thorofare NJ 08086	edwin.morgan@dol.nj.gov	856-384-3779	N	
6.	PA CareerLink Philadelphia Northeast	3210 Red Lion Road, Philadelphia PA 19114	cathemille@pa.gov	215-632-6053	N	
7.	PA CareerLink Bucks County - Bristol	1260 Veterans Highway, Bristol PA 19007	rbates@pa.gov	215-781-1086	N	
8.	PA CareerLink Delaware County	701 Crosby Street Suite B, Chester PA 19013	maryfergus@pa.gov	610-447-3173	N	
9.	PA CareerLink Montgomery County	1855 New Hope St, Norristown PA 19401-	roberclar@pa.gov	610-270-3428	N	
10	PA CareerLink Northwest	235 West Chelton Avenue, Philadelphia PA	hchandra@pa.gov	267-339-0334	N	
11	American Job Center (USDOL)	n/a	https://www.careeronestop.org/JobSearch/job-search.aspx	n/a	N	
12	DirectEmployers Veterans	n/a	https://veterans.dejobs.org	n/a	N	
13	DirectEmployers Disability	n/a	https://disability.dejobs.org	n/a	N	
14	DirectEmployers Diversity	n/a	https://diversity.dejobs.org	n/a	N	
15	ASPIRA	Alfredo Calderon	4322 North 5 th Street, 3 rd Floor Philadelphia, PA 19140	(215) 455-1300	Y	
16	Community Women's Education Project	Dawn Williams	2801 Frankford Avenue Philadelphia, PA 19134	(215) 426-2200	Y	
17	Congreso	Brenda Brewington	216 W. Somerset St. Philadelphia, PA 19123	(215) 763-8870	Y	
18	Concillio	Patricia Soria	705-09 North Franklin Street Philadelphia, PA 19123	(215) 627-3100	Y	
19	Delaware City Office of Employment & Training	Mike Caputo	9 South 69 th Street, 3 rd Floor Upper Darby, PA 19082	(610) 713-2200	Y	
20	Greater Phila Urban Affairs Coalition	Jerry Mitchell	1207 Chestnut Street, 4 th Floor Philadelphia, PA 19107	(215) 851-0110	Y	
21	Mayor's Commission on Aging	Pat West	100 South Broad Street, 4 th Floor Philadelphia, PA 19110	(215) 686-8450	Y	
22	Mayor's Commission on Latin Affairs	Tom Carter	City Hall, Room 110 Philadelphia, PA 19107	(215) 686-2171	Y	
23	N.A.A.C.P.	Rhonda Williams	1619 West Cecil B. Moore Avenue Philadelphia, PA 19121	(215) 978-7500	Y	
24	Northwest Career Link (formerly PA Job Center)	Mr. Joe West	235 West Chelton Avenue Philadelphia, PA 19144	(267) 339-0312	Y	
25	Opportunity	Kevin	1231 North Broad Street, 4 th Floor Philadelphia, PA 19122	(215) 236-7700	Y	

	Industrialization Center	Cafferty		x312		
26	Philadelphia Foundation	Phil Arko	1234 Market Street, Suite 1800 Philadelphia, PA 19107-3794	(215) 563-6417	Y	
27	Philadelphia Workforce Development Corp.		1617 JFK Boulevard Philadelphia, PA 19103	(215) 963-2118	Y	
28	Reemployment Transition Center	Danielle Veltri	42 South 15 th Street, Suite 1612 Philadelphia, PA 19102	(215) 568-8316	Y	
29	South Philadelphia Career Link	Anielle LeBlanc	930 Washington Avenue Philadelphia, PA 19147-3898	(215) 952-1143	Y	
30	The Team Career Link	Donna Tuteck	701 Crosby Street, Suite B Chester, PA 19013-6096	(610) 447-1493	Y	
31	Urban League	Michael Walker	1818 Market Street, 20 th Floor Philadelphia, PA 19103-1600	(215) 985-3220	Y	
32	Women In Transition	Human Resources	21 South 12 th Street, 6 th Floor Philadelphia, PA 19107	(215) 564-5301	Y	
33	Councilwoman Jannie L. Blackwell		City Hall, Room 408 Philadelphia, PA 19107-3290	(215) 686-3418 (215) 686-3419	Y	
34	The Association for Women in Communications		3337 Duke Street Alexandria, VA 22314	(703) 370-7436	Y	
35	Asian American Journalists Association		1182 Market Street, Suite 320 San Francisco, CA 94102	(415) 346-2051	Y	
36	American Women In Radio and Television National Headquarters		1760 Old Meadow Road Suite 500 McLean, VA 22102	(703) 506-3290	Y	
37	National Sales Network NY/NJ Metro Chapter		1402 Teaneck Road PMB #138 Teaneck, NJ 07666	(212) 591-0164	Y	
38	National Sales Network Philadelphia Chapter		P.O. Box 8254 Philadelphia, PA 19101	(215) 604-4327	Y	
39	National Sales Network Washington DC/ Baltimore Chapter		2117 L. Street NW Suite # 317 Washington, DC 20037	(202) 331-4407	Y	
40	Bryn Mawr College	Sharon Powers	101 N. Merion Ave, Bryn Mawr, PA 19010	(610) 526-5174	Y	
41	York Country Career Link	Steven Wantz	841 Vogelsong Road York, PA 17404-1397	(717) 767-5709	Y	
42	Cheyney University Career Services	Milt Colston	Cheyney & Creek Roads Cheyney, PA 19319-0200	(610) 399-2033	Y	
43	Connecticut School of Broadcasting	Hope Willis	One Cherry Hill Suite 203 Cherry Hill, NJ 08002	(856) 755-1200	Y	
44	Delaware County Comm. College	Jane Lang	901 South Media Line Road, Media, PA 19063	(610) 359-5331	Y	
45	LaSalle University Career Planning & Development	Lou LaMorte	1900 West Olney Ave Philadelphia, PA 19141	(215) 951-1075	Y	
46	MSC 186 Lincoln Univ. Career Center	Brenda Neal	PO Box 179 Lincoln University, PA 19352		Y	

47	Metropolitan Career Center	Employment Services	162 West Chelton Ave Philadelphia, PA 19144	(215) 843-6615	Y	
48	Montgomery County Community College	Eileen Dogherty	PO Box 400, 34 Dekalb Pike, Blue Bell, PA 19422-0796	(215) 641-6567	Y	
49	Montgomery City Comm. College/New Choices	Nancy Gazan	340 DeKalb Pike Blue Bell, PA 19422	(215) 619-7406	Y	
50	Drexel University Steinbright Career Development Center	Jennifer Rubin	3201 Arch Street, Suite 250, Philadelphia, PA 19104	(215) 895-1020	Y	
51	Harcum Junior College Career Center	Director's Office	Montgomery & Morris Avenues Bryn Mawr, PA 19010	(610) 526-6032	Y	
52	Pennco Tech Placement Department	Eric Maister	99 Erial Road, Blackwood, NJ 08012	(215) 223-2610	Y	
53	Philadelphia Community College Job Placement	Tarsha Scovens	1700 Spring Garden Street Philadelphia, PA 19130	(215) 751-8494	Y	
54	Rutgers University Career Placement	Carol Young	326 Penn Street Camden, NJ 08102	(856) 225-6046	Y	
55	St. Joseph's University Career Center	Terry Barth	5600 City Avenue Philadelphia, PA 19131-1395	(610) 660-3021	Y	
56	Pierce College Placement Office	Sabrina Smith	1420 Pine Street Philadelphia, PA 19102	(215) 670-9278	Y	
57	Temple University Career Dev. Cervices	Tracy Flemming	1913 N. Broad Street Mitten Hall 2 nd Fl. Philadelphia, PA 19122-6092	(215) 204-4461	Y	
58	University of Pennsylvania Career Services	Pat Rose	3718 Locust Walk Suite 20 McNeil Bldg. Philadelphia, PA 19104-6209	(215) 898-4827	Y	
59	Villanova University Career Services	B.J. Cornell	800 Lancaster Ave Corr Hall Villanova, PA 19085-1699	(610) 519-4065	Y	
60	West Chester University Career Dev.	Darlene Kimber	Lawrence Bldg. Room 106 West Chester, PA 19383	(610) 436-2501	Y	
61	CBS Career Site		Cbsphilly.com/tvjobs		N/A	93
62	CBS Internal Career Site		Internal posting		N/A	1

TOTAL INTERVIEWEES FOR THE 12 MONTH PERIOD

94

III. Hiree Recruitment Source Summary. List the Recruitment Source that referred the Hiree for each full-time vacancy during the preceding year.

Name of Hiree

Name of Recruitment Source

- (1) CBS Career Site
- (2) Internal CBS Career Site
- (3) CBS Career Site

- (4) CBS Career Site
- (5) CBS Career Site
- (6) CBS Career Site
- (7) CBS Career Site
- (8) CBS Career Site
- (9) CBS Career Site
- (10) CBS Career Site

IV. Total # of Interviewees Referred by Each Source: For the period from April 1, 2018 to March 31, 2019, this Employment Unit interviewed ninety four (94) interviewees for full time and part time job vacancies.

	<u>Recruitment Source</u>	<u>Number of Interviewees Referred</u>
(1)	CBS Career Site	93
(2)	Internal Candidate	1

V. Supplemental Recruitment Measures.

(a) Job Fairs.

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)

(b) Internship

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)
1. Notices of KYW-TV / WPSG-TV Paid Internship Program are mailed to Colleges, Universities and trade schools in Pennsylvania and New Jersey quarterly. In addition, details about our Internship Programs are also listed on our website cbsphilly.com/tvjobs. Primarily, participants major in Communications, Broadcasting or Journalism. The program is also open to those who major in English, History, Political Science fine Art, Marketing and related areas. Interns can join the News, Creative Services, Sales and Marketing, Art, and Research departments for a semester of fun and learning.	Eight (8) Summer Interns selected for May 15- July 21, 2018.	Paul Marrero: Human Resource Manager All Department Heads and sub managers
2. New Apprenticeship Program: CBS The Program exposes candidates to the various disciplines of broadcast journalism from the assignment desk to newscast writing and producing, promotion writing, news editing to special projects. Apprentices work side by side with News Department professionals, learning their craft and gaining valuable experience and knowledge. This is truly a unique opportunity for a recent college graduate who has a serious interest in pursuing a career in TV News. We seek individuals who are looking to develop strong newsroom leadership skills and have an ultimate goal to be	Applications were accepted at the beginning of June 2018. One apprentice was selected for the program	John Wilson : News Director

part of a Newsroom management team.		
<p>3. Emma L. Bowen Foundation. The Emma L. Bowen Foundation was created in 1989 to prepare minority youth for careers in the media industry. The Foundation's program is unlike traditional intern programs in that students work for partner companies during summers and school breaks from the summer following their junior year in high school until they graduate from college. During the five-year program, students have an opportunity to learn many aspects of corporate operations and develop company-specific skills. Corporations have an opportunity to train and mentor students with the option of fulltime employment upon completion of their college degrees</p>	Station hosted one Emma Bowen intern assigned to Sales and Marketing May 05, 2018 – August 08, 2018	Tina Fogliano: Local Sales Manager Paul Marrero: Human Resource Manager

(c) Participation in Events.

Description of Recruitment Measure:	Date:	Personnel Involved: (Name and Position)
Commonwealth Charter Academy School: 20 students and faculty chaperones participated in a station tour and sat in on the noon broadcast. Guests were given the opportunity to speak with the Anchors and crew about the business.	04/05/18	Ukee Washing: Anchor Jessica Dean : Anchor
Cabrini University: 22 students and faculty participated in a station tour and sat in on the noon broadcast. Guests were given the opportunity to speak with the Anchors and crew about the business.	10/10/18	Ukee Washing: Anchor Jessica Dean: Anchor
Bloomsburg University Mass Comm Students Tour: 13 Journalism students participated in a station tour and sat in on the morning broadcast. Students were given the opportunity to speak with the Anchors and crew about the business.	3/06/19	Jim Donovan: Anchor

Training Management Personnel.

Description of Recruitment Measure:	Personnel Involved: (Name and position)	Describe Training:
<p>Innovation and Inclusion Training: At CBS, we understand that attracting a diverse workforce and creating an inclusive and respectful work environment is critical to our Company's success.</p> <p>As leaders and managers in the organization, we must find ways to nurture an atmosphere where we and our teams can feel comfortable speaking up, where it is safe to propose new ideas and question the status quo, and where we listen to each other's different perspectives in order to engage in better problem solving and decision-making.</p> <p>As part of its commitment to driving growth and innovation through diversity and inclusion, our CBS HR colleagues have co-designed a three-hour management workshop that delves deep into the specific skills and tools that a successful manager of work and people must have. The workshop is led by Chanelle McNutt, a colleague of Dr. Steven Jones whom some of you have met already. Year to date, more than 500 leaders and managers from across CBS</p>	Manager and Supervisor Training July 11, 2018	Two, three hour training sessions arranged to provide opportunity to all supervisors and managers. 30 participants

<p>Corporation have attended the workshop. Topics covered include:</p> <ul style="list-style-type: none"> - The ability to break through entrenched thinking, old habits, and established patterns in order to bring fresh thinking and approaches to creating content, solving problems, and making decisions. - The skills necessary to identify, build, and manage teams of people (within and across functions) that are characterized by diversity of thought, talent, experience, and background at all levels. - The tools to create a workplace that encourages innovation and growth throughout the organization at all levels and challenge any barriers that inhibit us from doing so. <p>This workshop explores the always difficult, but important topics of business growth, innovation and creativity, diversity, and inclusion. It is our collective job to create an atmosphere where we work collaboratively in an open and transparent way, and where we hold each other and our teams accountable for results. This workshop will provide you with tools and ways to think about how to make this happen, to the benefit of our viewers, partners, and employees.</p>		
<p>2018 CBS Non-Discrimination and Anti-Harassment Policy and how to file a complaint. At CBS, we have always been dedicated to maintaining a workplace that is free from discrimination, harassment and bullying. Each year, our employees receive a copy of the CBS Non-Discrimination and Anti-Harassment (EEO) policy, which describes our commitment to harassment and discrimination-free environment, and the responsibility we share for it.</p>	<p>All employees received updated policy on 10/09/2018 via email and employee website access.</p>	<p>All employees are provided with several avenues to report or to file a complaint with CBS Compliance Officers via telephone, email or anonymously.</p>
<p>2018 Information Security Awareness: Cybersecurity is a pressing global issue as cyber threats are becoming increasingly aggressive, complex and sophisticated. As such, the purpose of this mandatory compliance training program is to ensure CBS employees world-wide are aware of the risk factors and know what to look out for when it comes to information security and data protection. This course will cover information related to phishing, social engineering, mobile security and more, with the goal of ensuring that you are well-versed in the many ways you can easily and actively help protect sensitive systems, information and data from being stolen, damaged, or misused.</p>	<p>All Full-Time Employees December 14, 2018</p>	<p>Web based question and answer training. Including know the material quiz requiring a passing grade to receive a certificate of completion.</p>