

**KBUE(FM)/KBUA(FM)/KEBN(FM)/KWIZ(FM)/  
KVNR(AM)/KRQB(FM)/KRCA(TV)  
EEO PUBLIC FILE REPORT  
08/01/21 - 07/31/22<sup>1</sup>**

**I. VACANCY LIST**

See **Master Recruitment Source List (MRSL)** for recruitment source data

	<b>Job Title</b>	<b>Recruitment Sources (RS) Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
1	Continuity Manager	3, 7, 8, 9, 12, 14, 17	9
2	Sales Assistant	3, 7, 8, 14, 17	8
3	Sales Assistant	7, 8, 11, 14, 17	11
4	Sales Assistant	7, 8, 11, 14, 17	8
5	Editor	7, 8, 10-12, 14, 17	12
6	Editor	7, 8, 10, 11, 14, 17	10
7	Assignment Desk	7, 8-10, 14, 17	9

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<sup>1</sup> This Report includes recruitment activity from July 26, 2021 through July 24, 2022

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**II. MASTER RECRUITMENT SOURCE LIST (MRSL)**

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
1	<p><b>Caljobs.ca.gov (state-run website)</b>                      Employment Development Department (EDD)                      800 Capitol Mall, MIC 83                      Sacramento, CA 95814                      (800) 758-0398  <a href="http://www.caljobs.ca.gov">www.caljobs.ca.gov</a>  <i>Source is sponsored by the California Employment Development Department (EDD) and provides both online/website career and employment placement services for job seekers and employers</i></p>	N	0
2	<p><b>City of Burbank – WorkForce Connection</b>                      301 E. Olive Ave.                      Burbank, CA 91502                      (818) 238-5627  <i>Source is a city-run job resource center for job seekers and employers and one of the designated “America’s Job Centers of California”</i></p>	N	0
3	<p><b>Southern California Broadcasters Association</b>                      Attn: LaFern Watkins                      5670 Wilshire Blvd #1370                      Los Angeles, CA 90036                      (323) 904-4105  <a href="http://www.scba.com">www.scba.com</a></p>	N	0
4	<p><b>LinkedIn</b>                      2029 Stierlin Court                      Mountain View, CA 94043  <a href="http://www.linkedin.com">www.linkedin.com</a></p>	N	0
5	<p><b>Goodwill Southern California – WorkSource &amp; Career Resource Centers</b>                      342 San Fernando Road                      Los Angeles, CA 90031                      Attn: James Marsh                      Office (323) 223-1211 ext 2311  <a href="mailto:jmarsh@goodwillsocal.org">jmarsh@goodwillsocal.org</a></p>	N	0
6	<p><b>Hub Cities – One Stop Career Center</b>                      2677 Zoe Avenue                      Huntington Park, CA 90255                      Attn: Adriana Rios                      Office (323) 586-2216  <a href="mailto:Adriana.rios.@edd.ca.gov">Adriana.rios.@edd.ca.gov</a>  <i>Source provides a comprehensive system of training, placement and career planning for job seekers throughout Southern California.</i></p>	N	0
7	<p><b>Job &amp; Resource Fairs (see Sec. III)</b></p>	N	0
8	<p><b>Company Website (<a href="http://www.estrellamedia.com">www.estrellamedia.com</a>)</b></p>	N	18
9	<p><b>Former Employee (Re-Hire)</b></p>	N	2

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RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
10	<b>Self-Referrals/Walk-Ins</b>	N	3
11	<b>Employee Referrals</b>	N	4
12	<b>Non-Employee Referrals</b>	N	2
13	<b>Internal Posting</b>	N	0
14	<b>EntertainmentCareers.Net</b> 2118 Wilshire Blvd #401 Santa Monica, CA 90403	N	0
15	<b>Internal Transfer/Promotion</b> Estrella Media, Inc. 1845 Empire Avenue Burbank, CA 91504 (818) 729-5300	N	0
16	<b>Cinema.usc.edu/jobboard.com</b> USC School of Cinematic Arts 900 W. 34 <sup>th</sup> Street, Suite 235 Los Angeles, CA 90089-2211 213-740-4432	N	0
17	<b>Indeed.com</b> 6433 Champion Grandview Way Building 1 Austin, TX 78750 www.indeed.com	N	0
18	<b>The Art Institute of California-Hollywood</b> 5250 Lankershim Blvd. North Hollywood, CA 91601 Attn: Nicole Smith	N	0
19	<b>Los Angeles Chamber of Commerce</b> 350 S. Bixel St. Los Angeles, CA 90017 Attn: Leng Earl	N	0
20	<b>On-Air Job Announcements</b> <i>(one or more stations)</i>	N	0
<b>TOTAL INTERVIEWEES OVER REPORTING PERIOD</b>			29

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**III. RECRUITMENT INITIATIVES**

	<b>TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)</b>	<b>BRIEF DESCRIPTION OF ACTIVITY</b>
1	Participate in job/career fair	<p><b>Activity:</b> Virtual Job Fair “Just in Time” hosted by USC Marshall via Handshake</p> <p><b>Date:</b> April 13, 2022</p> <p><b>Participating personnel:</b> Senior HR Manager and HR Coordinator</p> <p><b>Description:</b> The SEU participated in the Virtual Job Fair hosted by USC Marshall via Handshake. The event featured virtual booths from community organizations, and the opportunity to interact with diverse students possessing a wide variety of skills, interests, and educational backgrounds. The SEU virtually met with guests of the event to promote the various stations, answer questions related to the event, and encouraged those with an interest in broadcasting to contact the SEU with career opportunity inquiries. Virtual On-line Booth/Presentation was provided with information about Estrella Media, the local stations, and programs. Students were also given the opportunity to join a one-on-one with either SEU representative.</p>
2	Participate in job/career fair	<p><b>Activity:</b> Virtual Job Fair hosted by Woodbury University via Handshake</p> <p><b>Date:</b> May 14, 2022</p> <p><b>Participating personnel:</b> Senior HR Manager and HR Coordinator</p> <p><b>Description:</b> The SEU participated in the Virtual Job Fair hosted by Woodbury University via Handshake. The event featured virtual booths from community organizations, and the opportunity to interact with diverse students possessing a wide variety of skills, interests, and educational backgrounds. The SEU virtually met with guests of the event to promote the various stations, answer questions related to the event, and encouraged those with an interest in broadcasting to contact the SEU with career opportunity inquiries. Virtual On-line Booth/Presentation was provided with information about Estrella Media, the local stations, and programs. Students were also given the opportunity to join a one-on-one with either SEU representative.</p>
3	Training/mentoring program designed to enable station personnel to acquire skills qualifying them for higher level positions	<p><b>Activity:</b> Training/mentoring</p> <p><b>Date:</b> April 2022</p> <p><b>Participating personnel:</b> Radio Traffic Director and Continuity Coordinator</p> <p><b>Description:</b> During the month of April 2022 our SEU’s Radio Traffic Director directly worked with our Continuity Coordinator to cross-train her in our SEU’S radio traffic department as a Traffic Manager. The program was focused on maximizing the Continuity Coordinator’s career development potential, equipping her for a position as a Traffic Manager.</p>