

KZJL(TV)/KTJM(FM)/ KQQK(FM)/KNTE-FM/KEYH(AM)
EEO PUBLIC FILE REPORT
04/01/2023 – 03/31/2024

I. VACANCY LIST

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

	Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
1	Media Traffic Assistant	4,7,9	4
2	Account Executive	7,9,11	7
3	Account Executive	2,7,9,11	7
4	Account Coordinator	7,9,11	7
5	Account Executive	7,8,9,10,11	7
6	Account Coordinator	2,7,8,9,11	2
7	Account Coordinator	7,9,11	9
8	National Sales Coordinator	7,9,11	9
9	Radio Traffic Assistant	7,9,6	9
10	Promotions Coordinator	7,9,12	7

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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	Walk-In/Self-Referral	N	0
2	Employee Referral	N	2
3	Non-Employee Referrals	N	0
4	Former Employee (Re-Hire)	N	1
5	Internal Transfer/Promotion	N	0
6	On-Air Radio Job Announcements <i>(one or more stations)</i>	N	0
7	Company Website (www.estrellamedia.com)	N	36
8	Job Fairs/Community Events <i>(See Section III of Report)</i>	N	0
9	Indeed www.indeed.com	N	21
10	Zip Recruiter www.ziprecruiter.com	N	0
11	LinkedIn www.linkedin.com	N	1
12	Offer Up Jobs www.offerup.com	N	0
13	Workforce Solution <i>(Formerly the Worksource)</i> (job placement/job bank database/career center) www.worksolutions.com / www.workintexas.com 70 FM 1960 Houston, TX., 77090 Attn: Thornton Lampley Email: thornton.lampley@wksolutions.com Phone: (832) 570-5509	N	0
14	Lee College Student Career & Employee Office Attn: Cindy Fletcher P.O. Box 818 Baytown, TX ., 77522 (281) 425-6311 Attn: Ehab Mustafa emustafa@lee.edu	N	0

RS Number	RS Information	Source Entitled to Vacancy Notification? (Yes/No)	No. of Interviewees Referred by RS Over Reporting Period
15	University of St. Thomas Career Planning & Placement Center Attn: Diana R. Garcia 3800 Montrose Blvd. Houston, TX ., 77006 (713) 525-3160 garciaad@stthom.edu	N	0
16	Almeda Community Center Attn: Job Posting Board 14201 Almeda School Rd. Houston, TX., 77047 (713)434-1909 almeda@houstontx.gov	N	0
17	Entertainment Careers Website Santa Monica, CA www.entertainmentcareers.net	N	0
18	Alvin Community College 3110 Mustang Rd. Alvin, Texas 77511 Phone: 281-756-3767 Url: www.alvincollege.edu Email: BLewis@alvincollege.edu Bill Lewis	N	0
19	Sam Houston State University 919 Bearkat Blvd. Box 2238 Huntsville, Texas 77341 Phone: 936-294-1713 Url: www.myinterfase.com/shsu/employer Email: careerservices@shsu.edu Career Services	N	0
20	Texas Veterans Commission 8373 Westheimer Houston, TX 77063 Phone: 713-953-9211 Url: www.tvc.state.tx.us Email: aleshia.jamison@tvc.texas.gov Fax: 1-713-978-7049 Aleshia Jamison	N	0
21	Galveston Regional Chamber of Commerce Email: EShuttlesworth@galvestonchamber.com	N	0
TOTAL INTERVIEWEES OVER REPORTING PERIOD:			61

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III. RECRUITMENT INITIATIVES
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	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	Participate in Job Fair/ Career Fair	<p>Activity: Lee College Job Fair</p> <p>Date: April 6, 2023</p> <p>Participating personnel: HR Manager and Account Assistant</p> <p>Description: The SEU participated in the Lee College Job Fair located in the Lee College Sports Arena. During the job fair the SEU met with candidates of the event to promote the various stations, answer questions related to the event, and encourage those with an interest in broadcasting to contact the SEU with career opportunity inquiries. Presentation packages were provided with information about Estrella Media, the local stations, their personalities and programs as well as job descriptions of various positions within the SEU.</p>
2	Host community event/ program which assists in the dissemination of information about broadcast employment opportunities	<p>Activity: Festival Cinco de Mayo</p> <p>Date: May 7, 2023</p> <p>Participating personnel: Numerous Estrella Media staff including Sales Manager, Programming Manager and the Promotions Manager of SEU</p> <p>Description: The SEU hosted its annual Festival de Cinco de Mayo event held at Escapade 2001 in Houston, Texas. The event featured booths for recruiting activities, community organizations, and retailers as well as live entertainment. Members of the SEU met with guests of the event to promote the various stations, answer questions related to the event, and encourage those with an interest in broadcasting to contact the SEU with career opportunity inquiries. Presentation packages were provided with information about Estrella Media, the local stations, their personalities and programs as well as job descriptions of various positions within the SEU. Individuals were led around the grounds to view the various radio properties, listen to different styles of music offered by the SEU and meet with other workers at the SEU. Approximately 40,000 attended this event.</p>
3	Host community event/ program which assists in the dissemination of information about broadcast employment opportunities	<p>Activity: Fiestas Patrias Festival</p> <p>Date: September 10, 2023</p> <p>Participating personnel: Numerous Estrella Media Staff including Sales Manger of SEU</p> <p>Description: The SEU hosted its annual Fiestas Patrias event held at Escapade 2001 in Houston, Texas. The event featured booths for recruiting activities, community organizations, and</p>

		retailers as well as live entertainment. Members of the SEU met with guests of the event to promote the various stations, answer questions related to the event, and encourage those with an interest in broadcasting to contact the SEU with career opportunity inquiries. Presentation packages were provided with information about Estrella Media, the local stations, their personalities and programs as well as job descriptions of various positions within the SEU. Individuals were led around the grounds to view the various radio properties, listen to different styles of music offered by the SEU and meet with other workers at the SEU. Approximately 50,000 attended this event.
4	Participate in Job Fair/ Career Fair	<p>Activity: Baker Ripley Job Fair (Workforce Solutions)</p> <p>Date: March 15, 2024</p> <p>Participating personnel: HR Manager</p> <p>Description: The SEU participated in the Workforce Solutions Job Fair in Houston, Texas. This event is hosted by Workforce Solutions. The event featured booths from community organizations, and the opportunity to interact with diverse students possessing a wide variety of skills, interests, and educational backgrounds. The members of the SEU 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. Presentation packages were provided with information about Estrella Media, the local stations, their personalities and programs as well as job descriptions of various positions within the SEU.</p>
5	Training/mentoring program designed to enable station personnel to acquire skills qualifying them for higher level position	<p>Activity: Training</p> <p>Dates: May 2023 – July 2023</p> <p>Participating personnel: Account Coordinator, TV Traffic Manager.</p> <p>Description: During May 2023 and July 2023, our SEU’s TV Traffic Manager, directly worked with our Sales Coordinator to cross-train in our SEU’s TV Traffic department as a TV Traffic Coordinator. The program was focused on maximizing our Account Coordinator’s career development potential, equipping her for a position within our traffic department.</p>