

EEO Public File Report  
Midcontinent Communications -- Bismarck,ND  
October 1, 2019--September 30,2020  
Full-Time Positions Filled

Req	Posting Title	Positions		Recruitment Sources	Interviewed	Hired
		Filled				
FIELD03392	Field Technician - Bismarck, ND	2	Current Employee	-	-	
			eBenefits - Dept of Veteran Affairs	-	-	
			Helpwanted.com	-	-	
			Indeed	9	-	
			Keloland/VNL/KXNET Employment	-	-	
			LocalJobNetwork(KS,MN,ND,SD, WI)	1	1	
			Midco Website	3	-	
			ND Workforce Connection (Job Service of North Dakota)	-	-	
			Referred by Current Employee	1	-	
			Referred by Friend or Family	2	1	
FIELD03778	Field Technician I - Washburn, ND	1	BismanOnline	-	-	
			CareerBuilder	-	-	
			Current Employee	-	-	
			eBenefits - Dept of Veteran Affairs	-	-	
			ExperienceND	-	-	
			Facebook	-	-	
			Handshake College Consortium	-	-	
			Helpwanted.com	-	-	
			Indeed	1	-	
			JobsHQ	-	-	
			Keloland/VNL/KXNET Employment	-	-	
			LocalJobNetwork(KS,MN,ND,SD, WI)	2	-	
			Midco Billing Statement	-	-	
			Midco Email	-	-	
			Midco Hiring Flier	2	-	
			Midco TV Commercial	-	-	
			Midco Web Banner	-	-	
			Midco Website	1	1	
			ND Workforce Connection (Job Service of North Dakota)	1	-	
			Referred by Current Employee	1	-	
Referred by Friend or Family	-	-				
TeamND	-	-				
CONST03375	Construction Coordinator	1	Current Employee	1	-	
			eBenefits - Dept of Veteran Affairs	-	-	

			Helpwanted.com	-	-
			Indeed	-	-
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Website	-	-
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	1	1
			Referred by Friend or Family	-	-
FIELD04700	Field Technician	11	BismanOnline	3	1
FIELD04866			CareerBuilder	1	1
			Current Employee	-	-
			Craigslist	1	1
			eBenefits - Dept of Veteran Affairs	-	-
			ExperienceND	-	-
			Facebook	4	1
			Glassdoor	1	1
			Handshake College Consortium	-	-
			Helpwanted.com	-	-
			Indeed	10	3
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	2	-
			Midco Billing statement	-	-
			Midco Website	11	1
			ND Workforce Connection (Job Service of North Dakota)	1	-
			Referred by Current Employee	4	1
			Referred by Friend or Family	1	1
			TeamND	-	-
FIELD05055	Field Technician I - Bismarck, ND	1	BismanOnline	-	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			ExperienceND	-	-
			Helpwanted.com	-	-
			Indeed	2	-
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Website	1	1
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	-	-
			Referred by Friend or Family	-	-

			TeamND	-	-
FIELD05025	Field Technician I - Williston, ND	3	CareerBuilder	1	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			Glassdoor	2	1
			Helpwanted.com	-	-
			Indeed	8	1
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Website	1	1
			ND Workforce Connection (Job Service of North Dakota)	1	-
			Referred by Current Employee	-	-
			Referred by Friend or Family	-	-
FIELD04914	Field Technician I - Killdeer	1	BismanOnline	-	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			ExperienceND	-	-
			Facebook	-	-
			Helpwanted.com	-	-
			Indeed	1	-
			JobsHQ	-	-
			Keloland Employment Virtual Career Fair	1	1
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Billing Statement	-	-
			Midco Website	1	-
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	-	-
			Referred by Friend or Family	-	-
			TeamND	-	-
FIELD04862	Field Technician I - Williston, ND	4	Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			Facebook	-	-
			Helpwanted.com	-	-
			Indeed	4	2
			Keloland/VNL/KXNET Employment	-	-

			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Billing Statement	1	-
			Midco Email	2	-
			Midco Hiring Flier	1	-
			Midco Web Banner	-	-
			Midco Website	3	2
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	-	-
			Referred by Friend or Family	-	-
			Twitter	-	-
FIELD04975	Field Technician I - Dickinson, ND	1	BetterFargoJobs.com	1	-
			BismanOnline	-	-
			Current Employee	-	-
			ExperienceND	-	-
			Facebook	1	-
			Helpwanted.com	-	-
			Indeed	-	-
			JobsHQ	1	-
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Billing Statement	-	-
			Midco Website	1	-
			ND Workforce Connection (Job Service of North Dakota)	2	1
			Referred by Current Employee	-	-
			Referred by Friend or Family	-	-
			TeamND	-	-
FIELD04924	Field Technician - Bismarck, ND	3	Billboard	1	1
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			Helpwanted.com	-	-
			Indeed	2	-
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Website	2	2
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	-	-
			Referred by Friend or Family	1	-

FIELD04963	Field Technician I - Beulah / Hazen, ND	1	BismanOnline	-	-
			Bismarck State College	-	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			ExperienceND	-	-
			Handshake College Consortium	-	-
			Helpwanted.com	-	-
			Indeed	2	1
			JobsHQ	-	-
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Website	1	-
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	-	-
Referred by Friend or Family	-	-			
TeamND	-	-			
FIELD03783	Field Technician I	2	BismanOnline	-	-
			CareerBuilder	1	1
			Current Employee	-	-
			Glassdoor	1	1
			eBenefits - Dept of Veteran Affairs	-	-
			ExperienceND	-	-
			Handshake College Consortium	-	-
			Helpwanted.com	-	-
			Indeed	2	-
			JobsHQ	-	-
			Keloland/VNL/KXNET Employment	-	-
			Midco Billing Statement	-	-
			Midco TV Commercial	-	-
			Midco Website	-	-
ND Workforce Connection (Job Service of North Dakota)	-	-			
Referred by Current Employee	1	-			
Referred by Friend or Family	-	-			
TeamND	-	-			

Recruitment Source	Contact	Email	Entitled to
<b>Recruitment Sources Used for All Openings</b>			
<b>Current Employee</b>	Current Employee application	www.midcocareers.com	<b>N</b>
<b>Helpwanted.com</b> 1085 Route 55, Unit 14, Lagrangeville, NY 12540	Contact: Maureen Daley Phone: 605-956-4158 Ext- 9002	Maureen@RegionalHelpWanted.com	<b>N</b>
<b>Indeed</b> <a href="https://www.indeed.com/">https://www.indeed.com/</a>	Internet Posting		<b>N</b>
<b>LocalJobNetwork(KS,MN,ND,SD, WI)</b> 1000 N. Water St Suite 1100 Milwaukee, WI 53202	Contact: Heather Homa Phone: 800-984-3775	heather.homa@localjobnetwork.com	<b>N</b>
<b>Midco Website</b>	Contact: Patti Hawkey Phone: 605-271-7604	www.midcocareers.com	<b>N</b>
<b>ND Workforce Connection (Job Service of North Dakota)</b> PO Box 5507, Bismarck, ND 58506	Contact: General Contact Phone: 701-352-4450	infojsgr@nd.gov	<b>N</b>
<b>Referred by Current Employee</b>	Referral from Current Employee		<b>N</b>
<b>Referred by Friend or Family</b>	Referral from Friend or Family		<b>N</b>
<b>Recruitment Sources for Specific Vacancies</b>			
<b>BetterFargoJobs</b> 2255 Green Vista Drive Suite 402, Sparks NV 89431	Contact: Carly Mensesses Phone: 800-225-1372	carly@betterfargojobs.com	<b>N</b>
<b>Bismarck State College</b> 1500 Edwards Avenue, Bismarck, ND 58506	Contact: Dustin Anderson Phone: 701.224.5400	dustin.e.anderson@bismarckstate.edu	<b>N</b>
<b>BismanOnline</b> 316 N 5th St Floor 6 Bismarck, ND 58501	Contact: Jamie Thrasher Phone: 701-222-0370	jthrasher@bismanonline.com	<b>N</b>
<b>CareerBuilder</b> 2501, 200 N LaSalle Blvd, Chicago, IL 606001	Contact: Sarah Jaworski Phone: 773-527-1115	sarah.jaworski@careerbuilder.com	<b>N</b>
<b>eBenefits-Dept of Veteran Affairs</b> 810 Vermont Ave NW Washington, D.C. 20420	Contact: Lori Adams Phone: 800-342-9647	www.careeronestop.org	<b>N</b>

<b>ExperienceND</b> 1600 E Century Ave Suite 2, Bismarck, ND 58503	Contact: Amanda Remyse Phone: 701-328-7246	www.ExperienceND.com	<b>N</b>
<b>JobsHQ</b> PO Box 6024, Fargo, ND 58107-6024	Contact: Anne Malvin Phone: 701-451-5643	www.jobshq.com	<b>N</b>
<b>Keloland/VNL/KXNET Employment</b> 501 S Phillips Ave, Sioux Falls, SD 57104	Contact: Sam Johnson Phone: 605-334-4327	sam@classifiedverticals.com	<b>N</b>
<b>TeamND</b> 1200 S. Jay St Aberdeen, SD 57401	Contact: Jay Meier Phone: 701-224-5666	www.teamnd.org	<b>N</b>
Media Sources(Newspaper, Billboards, Radio, Flyers, Events, Job Fairs)			
<b>Billboard</b> Newman Outdoor Advertising, 2211 S. Washington St., Suite D, C	Contact: Bill Kvasager Phone: (701) 746-5436	<a href="mailto:billk@newmanoutdoor.com">billk@newmanoutdoor.com</a>	<b>N</b>
<b>Keloland Employment Virtual Career Fair</b> 1201 Northwest Ave, Sioux Falls, SD 57104	Contact: Samantha Johnson Phone: 701-532-0976	sam@classifiedverticals.com	<b>N</b>
<b>Midco Billing Statement</b>	Advertising open positions in billing statement		<b>N</b>
<b>Midco Email</b>	Email Blasts to customers who have opted in		<b>N</b>
<b>Midco Hiring Flier</b>	Handouts at Customer Experience Centers/Events		<b>N</b>
<b>Midco TV Commercial</b>	TV Commerical Midco airs		<b>N</b>
<b>Midco Web Banner</b>	Digital banner Midco marketing creates		<b>N</b>
Internet Sources			
<b>Craigslist</b> <a href="https://craigslist.org/">https://craigslist.org/</a>	Social Media - Internet Posting		<b>N</b>
<b>Facebook</b> <a href="https://www.facebook.com/">https://www.facebook.com/</a>	Internet Posting		<b>N</b>

<b>Glassdoor</b> <a href="https://www.glassdoor.com/index.htm">https://www.glassdoor.com/index.htm</a>	Internet Posting	N
<b>Handshake College Consortium</b> <a href="https://www.joinhandshake.com/">https://www.joinhandshake.com/</a>	Internet Posting	N
<b>Twitter</b> <a href="https://twitter.com/">https://twitter.com/</a>	Internet Posting	N



**Long Term Initiatives**

<b>Date</b>	<b>Initiative</b>	<b>Description</b>	<b>Scope of Involvement</b>	<b>Personnel Involved</b>
10/1/2019 - on going	Advertising to target a wide range of candidates throughout the	We advertise available positions with the state Job Service (through the Department of Labor)	Broad Outreach	Recruiting
10/1/2019 - on going	Career Progression Program for Technicians	This program provides career progression opportunities for Technicians to strengthen and expand their abilities in their field, and enables them to control their own career progression and wages. We partner with the National Cable Television Institute along with implementing our own in house curriculum	Supplemental Recruiting Efforts Professional Development Opportunities	Field Technicians(all Levels), Business Techs (all levels),
10/1/2019 - on going	FastStart Supervisor Training	Onboarding and training program for new managers at Midco via web-ex including an overview of employment law, hiring practices ADA, leaves , Termination Process/Exit Interview.	Compliance Training Professional Development Opportunities for Midco Leaders	Randy Heaton HR Staff
10/1/2019 - on going	Online advertising to target diverse candidates in: North Dakota South Dakota Kansas Minnesota and Wisconsin	An annual membership is maintained with Circa, formerly LocalJobNetwork. All positions are posted to diversity sites, disability sites, military network sites, state and federal sites, global sites, college networks and many other employment site. Posted positions are emailed daily through the Community and Diversity Outreach program connecting our jobs with active and passive job seekers from community partners. The community and diversity outreach partners receive jobs that match criteria they specifically requested and share the positions with the appropriate members of their organizations. Open jobs are automatically scraped and cross-posted to the list of sites provided to provide exposure to diverse local applicants at a targeted geographic level	Broad Outreach Females Minorities Veterans IWD	Circa agreement maintains membership: <a href="http://www.NorthDakotaDiversity.com">www.NorthDakotaDiversity.com</a> <a href="http://www.SouthDakotaDiversity.com">www.SouthDakotaDiversity.com</a> <a href="http://www.WisconsinDiversity.com">www.WisconsinDiversity.com</a> <a href="http://www.NorthDakotaJobNetwork.com">www.NorthDakotaJobNetwork.com</a> <a href="http://www.SouthDakotaJobNetwork.com">www.SouthDakotaJobNetwork.com</a> <a href="http://www.MinnesotaJobNetwork.com">www.MinnesotaJobNetwork.com</a> <a href="http://www.WisconsinJobNetwork.com">www.WisconsinJobNetwork.com</a> <a href="http://www.MinnesotaDiversity.com">www.MinnesotaDiversity.com</a> <a href="http://www.minnesotaworks.net/">www.minnesotaworks.net/</a> <a href="http://www.ndworkforceconnection.com/">www.ndworkforceconnection.com/</a> <a href="https://sd.gov/">https://sd.gov/</a> <a href="https://jobcenterofwisconsin.com/">https://jobcenterofwisconsin.com/</a> <a href="https://usmilitarypipeline.com/">https://usmilitarypipeline.com/</a> <a href="https://www.ebenefits.va.gov/">https://www.ebenefits.va.gov/</a> VetConnect (LVER/DVOPS)
10/1/2019 - on going	Workplace Harassment Prevention Training	Online Training overview of the types of behaviors that can give rise to discrimination, harassment, and retaliation claims, including those based on sex, race, color, national origin, religion, age, and disability, including the benefits of and strategies for promoting a respectful work environment that is free of all forms of harassment, intimidation, and discrimination	Compliance Training	Midco Leadership & All of Staff
10/16/2019	Bismarck - River Cities Fall 2019 Job & Internship Fair	Shared information with students about internships, company, how to apply, etc	General Recruiting	Lance Schmidt