

EEO Public File Report
Midcontinent Communications -- Cass
October 1, 2020--September 30,2021
Full-Time Positions Filled

Req	Posting Title	Positions Filled	Recruitment Sources	Interviewed	Hired
SALES05023	Sales Engineer	1	Better Fargo Jobs	-	-
			BismanOnline	1	-
			CareerBuilder	-	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			Ebridge - Chamber of Commerce	-	-
			ExperienceND	-	-
			Handshake College Consortium	-	-
			Helpwanted.com	-	-
			Indeed	1	-
			JobsHQ	-	-
			Keloland/VNL/KXNET Employment	-	-
			LinkedIn	2	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Email	1	-
			Midco Website	2	-
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	-	-
			Referred by Friend or Family	1	1
			TeamND	-	-
ADVER05085	Advertising Account Executive	2	Better Fargo Jobs	-	-
			BismanOnline	-	-
			Black Hills Advertising Federation	-	-
			CareerBuilder	-	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			Ebridge - Chamber of Commerce	-	-
			ExperienceND	-	-
			Facebook	2	-
			Handshake College Consortium	-	-
			Helpwanted.com	-	-
			Indeed	5	1

CONST05189 Construction Technician	2	JobsHQ	-	-
		Keloland/VNL/KXNET Employment	-	-
		LinkedIn	2	-
		LocalJobNetwork(KS,MN,ND,SD, WI)	1	-
		Midco Billing Statement	1	-
		Midco Email	1	1
		Midco Website	-	-
		Midco TV Commercial	-	-
		ND Workforce Connection (Job Service of North Dakota)	-	-
		Referred by Current Employee	1	-
		Referred by Friend or Family	-	-
		South Dakota Advertising Federation	-	-
		TeamND	-	-
		Current Employee	-	-
		eBenefits - Dept of Veteran Affairs	-	-
		Glassdoor	1	-
CONST05222 Construction Coordinator	2	Helpwanted.com	-	-
		Indeed	-	-
		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	-	-
		ZipRecruiter	-	-
		Cabl.com	-	-
		Current Employee	2	1
		eBenefits - Dept of Veteran Affairs	-	-
		Ebridge - Chamber of Commerce	-	-
		Facebook	-	-
		Glassdoor	-	-
		Helpwanted.com	-	-
		Indeed	-	-
		JobsHQ	-	-
		Keloland/VNL/KXNET Employment	-	-
		LinkedIn	3	-
		LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
		Midco Billing Statement	-	-

CUSTO05092 Customer Care Support Expert	27	Midco TV Commercial	-	-
		Midco Web Banners	-	-
		Midco Website	2	1
		MN State Community and Technical College	-	-
		ND Workforce Connection (Job Service of North Dakota)	2	-
		Northland Community & Tech College	-	-
		Referred by Current Employee	-	-
		Referred by Friend or Family	1	-
		SCTE - Society of Cable Telecommunications Engineers	-	-
		ZipRecruiter	-	-
		Billboard	-	-
		CareerBuilder	-	-
		Current Employee	-	-
		Dakota State University Career Fair	1	-
		eBenefits - Dept of Veteran Affairs	-	-
		ExperienceND	-	-
		Facebook	9	2
		fargojobs.com	-	-
		Glassdoor	1	-
		Handshake College Consortium	-	-
		Helpwanted.com	-	-
		Indeed	52	8
		JobsHQ	1	-
		Keloland/VNL/KXNET Employment	1	-
		LinkedIn	-	-
		LocalJobNetwork(KS,MN,ND,SD, WI)	3	1
		Midco Billing Statement	2	-
		Midco Email	1	1
		Midco TV Commercial	1	1
		Midco Web Banners	-	-
		Midco Website	19	6
		Midwest Radio of Fargo-Moorhead	-	-
		ND Workforce Connection (Job Service of North Dakota)	3	1
		Midwest Radio of Fargo-Moorhead	8	2
		Referred by Current Employee	13	5
		Referred by Friend or Family	2	-
		TeamND	1	-

CUSTO05196 Customer Care Support Expert	14	ZipRecruiter	2	-
		American Advertising Federation of North Dakota	2	-
		Better Fargo Jobs	2	-
		Billboard	1	-
		Current Employee	-	-
		eBenefits - Dept of Veteran Affairs	-	-
		Ebridge - Chamber of Commerce	-	-
		Facebook	6	2
		Glassdoor	-	-
		Handshake College Consortium	1	-
		Helpwanted.com	-	-
		Indeed	49	7
		JobsHQ	1	-
		NDSU Virtual Career Fair	1	-
		Keloland/VNL/KXNET Employment	-	-
		LinkedIn	-	-
		LocalJobNetwork(KS,MN,ND,SD, WI)	1	-
		Midco Billing Statement	5	-
		Midco TV Commercial	1	-
		Midco Web Banners	1	-
		Midco Website	9	2
		MN State Career Hub College Consortium	-	-
		ND Workforce Connection (Job Service of North Dakota)	4	-
		Midwest Radio of Fargo-Moorhead	2	-
		Referred by Current Employee	4	1
		Referred by Friend or Family	5	2
CUSTO05202 Customer Care Support Expert	9	ZipRecruiter	3	-
		Billboard	2	-
		BismanOnline	-	-
		CareerBuilder	2	-
		Current Employee	-	-
		eBenefits - Dept of Veteran Affairs	-	-
		Facebook	3	-
		Glassdoor	1	-
		Helpwanted.com	-	-
		Indeed	37	5

CUSTO05287 Customer Experience Center Rep CUSTO05364	3	Keloland/VNL/KXNET Employment	-	-
		LinkedIn	-	-
		LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
		Midco Billing Statement	1	-
		Midco Email	-	-
		Midco TV Commercial	-	-
		Midco Web Banners	-	-
		Midco Website	7	-
		MN State Community and Technical College	1	-
		ND Workforce Connection (Job Service of North Dakota)	4	2
		Northland Community & Tech College	-	-
		Midwest Radio of Fargo-Moorhead	1	-
		Referred by Current Employee	4	-
		Referred by Friend or Family	1	-
		ZipRecruiter	2	2
		Cabl.com	1	-
		Current Employee	-	-
		eBenefits - Dept of Veteran Affairs	-	-
		Glassdoor	1	-
		Helpwanted.com	-	-
		Indeed	6	2
		Keloland/VNL/KXNET Employment	-	-
		LocalJobNetwork(KS,MN,ND,SD, WI)	1	-
		Midco Website	3	1
		ND Workforce Connection (Job Service of North Dakota)	-	-
		Referred by Current Employee	-	-
		Referred by Friend or Family	-	-
		ZipRecruiter	-	-
DIREC05220 Direct Sales Manager	1	Current Employee	2	-
		eBenefits - Dept of Veteran Affairs	-	-
		Facebook	1	-
		Glassdoor	-	-
		Helpwanted.com	-	-
		Indeed	1	-
		Keloland/VNL/KXNET Employment	-	-

FIELD05028	Field Technician I	11	LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Website	-	-
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	2	1
			Referred by Friend or Family	-	-
			SDWORKS (Job Service of South Dakota)	-	-
			ZipRecruiter	-	-
			Billboard	1	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			ExperienceND	-	-
			Facebook	-	-
			Glassdoor	3	1
			Handshake College Consortium	1	-
			Helpwanted.com	-	-
			Indeed	29	5
			JobsHQ	2	1
			Keloland/VNL/KXNET Employment	1	1
			LinkedIn	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Billing Statement	-	-
			Midco TV Commercial	-	-
			Midco Web Banners	-	-
			Midco Website	14	1
			Midwest Radio of Fargo-Moorhead	-	-
			ND Workforce Connection (Job Service of North Dakota)	2	-
			Midwest Radio of Fargo-Moorhead	-	-
			Referred by Current Employee	5	1
			Referred by Friend or Family	2	1
			TeamND	-	-
			ZipRecruiter	1	-
FIELD05102	Field Technician I	1	Black Hills Advertising Federation	1	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			ExperienceND	-	-

FIELD05132	Field Technician I	3	Facebook	-	-
			Helpwanted.com	-	-
			Indeed	5	1
			JobsHQ	-	-
			Keloland/VNL/KXNET Employment	-	-
			LinkedIn	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Billing Statement	-	-
			Midco TV Commercial	-	-
			Midco Web Banners	-	-
			Midco Email	1	-
			Midco Website	1	-
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	-	-
			Referred by Friend or Family	-	-
			TeamND	-	-
			ZipRecruiter	2	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			Facebook	-	-
			Glassdoor	-	-
			Helpwanted.com	-	-
			Indeed	1	1
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
FIELD05166	Field Technician I	1	Midco Billing Statement	-	-
			Midco TV Commercial	-	-
			Midco Website	2	2
			ND Workforce Connection (Job Service of North Dakota)	-	-
			Referred by Current Employee	1	-
			Referred by Friend or Family	-	-
			ZipRecruiter	-	-
			Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			Facebook	1	1

FIELD05230 Field Technician I	3	Glassdoor	-	-
		Helpwanted.com	-	-
		Indeed	-	-
		Keloland/VNL/KXNET Employment	-	-
		LinkedIn	-	-
		LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
		Midco Billing Statement	-	-
		Midco Email	1	-
		Midco TV Commercial	1	-
		Midco Web Banners	-	-
		Midco Website	1	-
		ND Workforce Connection (Job Service of North Dakota)	1	-
		Referred by Current Employee	-	-
		Referred by Friend or Family	-	-
		ZipRecruiter	1	-
		Billboard	-	-
		Current Employee	-	-
		eBenefits - Dept of Veteran Affairs	1	1
		Facebook	-	-
		Glassdoor	-	-
		Helpwanted.com	-	-
		Indeed	7	2
		Keloland/VNL/KXNET Employment	-	-
		LinkedIn	-	-
		LocalJobNetwork(KS,MN,ND,SD, WI)	1	-
		Midco Billing Statement	-	-
		Midco TV Commercial	-	-
		Midco Web Banners	-	-
		Midco Website	3	-
		NDSU Virtual Career Fair	1	-
		ND Workforce Connection (Job Service of North Dakota)	-	-
		Northland Community & Tech College	-	-
		Referred by Current Employee	1	-
		Referred by Friend or Family	-	-
		ZipRecruiter	-	-

FIELD05266	Field Technician I	8	Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			Ebridge - Chamber of Commerce	-	-
			Facebook	4	1
			Glassdoor	1	-
			Handshake College Consortium	-	-
			Helpwanted.com	-	-
			Indeed	12	3
			JobsHQ	-	-
			Keloland/VNL/KXNET Employment	-	-
			LinkedIn	1	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Billing Statement	-	-
			Midco Email	3	1
			Midco TV Commercial	-	-
			Midco Web Banners	-	-
			Midco Website	2	2
			Mitchell Technical Institute	-	-
			MN State Career Hub College Consortium	-	-
			ND Workforce Connection (Job Service of North Dakota)	1	-
			NDSU - North Dakota State University	-	-
			Northland Community & Tech College	-	-
			Midwest Radio of Fargo-Moorhead	11	1
			Referred by Current Employee	1	-
			Referred by Friend or Family	-	-
			Twitter	-	-
			ZipRecruiter	1	-
FIELD05299	Field Technician I	1	Current Employee	-	-
			eBenefits - Dept of Veteran Affairs	-	-
			Glassdoor	-	-
			Helpwanted.com	-	-
			Indeed	-	-
			Keloland/VNL/KXNET Employment	-	-
			LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
			Midco Website	-	-
			ND Workforce Connection (Job Service of North Dakota)	1	-

FIELD05322 Field Technician I	1	Northland Community & Tech College	-	-
		Referred by Current Employee	1	1
		Referred by Friend or Family	-	-
		ZipRecruiter	-	-
		Current Employee	-	-
		eBenefits - Dept of Veteran Affairs	-	-
		Facebook	1	-
		Glassdoor	-	-
		Helpwanted.com	-	-
		Indeed	-	-
		Keloland/VNL/KXNET Employment	-	-
		LocalJobNetwork(KS,MN,ND,SD, WI)	-	-
		Midco Website	-	-
		ND Workforce Connection (Job Service of North Dakota)	-	-
		Northland Community & Tech College	-	-
		Referred by Current Employee	1	1
		Referred by Friend or Family	-	-
		ZipRecruiter	-	-
PROPE05305 Property Solutions Implementation Coordinator	2	Current Employee	1	1
		eBenefits - Dept of Veteran Affairs	-	-

Recruitment Source	Contact	Email	Entitled to
Recruitment Sources Used for All Openings			
Current Employee	Current Employee application	www.midcocareers.com	N
Helpwanted.com 1085 Route 55, Unit 14, Lagrangeville, NY 12540	Contact: Maureen Daley Phone: 605-956-4158 Ext- 9002	Maureen@RegionalHelpWanted.com	N
Indeed https://www.indeed.com/	Internet Posting		N
LocalJobNetwork(KS,MN,ND,SD, WI) 1000 N. Water St Suite 1100 Milwaukee, WI 53202	Contact: Heather Homa Phone: 800-984-3775	heather.homa@localjobnetwork.com	N
Midco Website	Contact: Patti Hawkey Phone: 605-271-7604	www.midcocareers.com	N
ND Workforce Connection (Job Service of North Dakota) PO Box 5507, Bismarck, ND 58506	Contact: General Contact Phone: 701-352-4450	infojsgr@nd.gov	N
Referred by Current Employee	Referral from Current Employee		N
Referred by Friend or Family	Referral from Friend or Family		N
Recruitment Sources for Specific Vacancies			
American Advertising Federation of North Dakota Address: P.O. Box 1051, Fargo, ND 58107	Contact: president@aaf-nd.org Phone: N/A	https://www.aaf-nd.org/	N
BetterFargoJobs 2255 Green Vista Drive Suite 402, Sparks NV 89431	Contact: Carly Mensesses Phone: 800-225-1372	carly@betterfargojobs.com	N
Black Hills Advertising Federation PO Box 2975, Rapid City, SD 57709	Contact: Josh Rundell Phone: N/A	info@aafblackhills.org	N
BismanOnline 316 N 5th St Floor 6 Bismarck, ND 58501	Contact: Jamie Thrasher Phone: 701-222-0370	jthrasher@bisanonline.com	N
Cabl.com 3501 Route 42 Suite 130 #117 Turnersville, NJ 08012	Contact: Sales Phone: 856-782-8900	www.Cabl.com	N
CareerBuilder 2501, 200 N LaSalle Blvd, Chicago, IL 606001	Contact: Sarah Jaworski Phone: 773-527-1115	sarah.jaworski@careerbuilder.com	N
eBenefits-Dept of Veteran Affairs 810 Vermont Ave NW Washington, D.C. 20420	Contact: Lori Adams Phone: 800-342-9647	www.careeronestop.org	N
eBridge-Fargo Chamber of Commerce 202 First Ave N, Moorhead, MN 56560	Contact: Tracey Powell Phone: 218-233-1100	info@fmwfchamber.com	N
ExperienceND 1600 E Century Ave Suite 2, Bismarck, ND 58503	Contact: Amanda Remyense Phone: 701-328-7246	www.ExperienceND.com	N
Fargojobs.com 503 7th Street North, Fargo, ND 58102	Contact: Rick Berg Phone: 701-491-8119	www.gofargojobs.com	N
JobsHQ PO Box 6024, Fargo, ND 58107-6024	Contact: Anne Malvin Phone: 701-451-5643	www.jobshq.com	N

Keloland/VNL/KXNET Employment 501 S Phillips Ave, Sioux Falls, SD 57104	Contact: Sam Johnson Phone: 605-334-4327	sam@classifiedverticals.com	N
MinnesotaWorks (Job Service of Minnesota) 318 9th Street, Worthington, MN 56187	Contact: Neng Lee Phone: 763-536-6000	neng-lee@state-mn-us	N
MN State Community & Technical College 1900 28th Ave S, Moorhead, MN 56560	Contact: Sue Zurn Phone: 218-299-6512	sue.zurn@minnesota.edu	N
Mitchell Technical Institute 1800 E Spruce St, Mitchell, SD 57301	Contact: Janet Greenway Phone: 605-995-7194	janet.greenway@mitchelltech.edu	N
NDSU - North Dakota State University 1340 Administration Ave, Fargo, ND 58105	Contact: Karen Jevning Phone: 701-231-8464	karen.jevning@ndsu.edu	N
Northland Community & Technical College 1101 MN-1, Thief River Falls, MN 56701	Contact: Lynn Phone: 218-683-8555	career.center@northlandcollege.edu	N
SCTE - Society of Cable Telecommunications Engineers 140 Philips Road Exton, PA 19341	Contact: Tony Werner Phone: 610-884-7237	http://www.scte.org/	N
SDWORKS (Job Service of South Dakota) 123 W. Missouri Av, .Pierre, SD 57501-0405	Contact: Carla Troudt Phone: 605-394-2296	carla.troudt@state.sd.us	N
South Dakota Advertising Federation 7405 S Bitterroot Pl. #101 Sioux Falls, SD 57108	Contact: Mari Klotzbach Phone: 605.274.3548	http://sdaf.org/	N
TeamND 1200 S. Jay St Aberdeen, SD 57401	Contact: Jay Meier Phone: 701-224-5666	www.teamnd.org	N
Media Sources(Newspaper, Billboards, Radio, Flyers, Events, Job Fairs)			
Billboard Newman Outdoor Advertising, 2211 S. Washington St., Suite D, Grand Forks, ND 58201	Contact: Bill Kvasager Phone: 701-746-5436	billk@newmanoutdoor.com	N
Dakota State University Job Fair 820 Washington Ave N, Madison, SD 57042	Contact: Janelle Nielsen Phone: 605-256-5122	Janelle.Nielsen@dsu.edu	N
Midco Billing Statement	Advertising open positions in billing statement		N
Midco Email	Email Blasts to customers who have opted in		N
Midco TV Commercial	TV Commerical Midco airs		N
Midco Web Banners	Digital banner Midco marketing creates		N
Midwest Radio of Fargo-Moorhead 1020 S 25th St, Fargo, ND 58103	Contact: Roberto Quintero Phone: 701-297-5864	https://www.radiofmmedia.com/stations	N
NDSU Virtual Career Fair 1340 Administration Ave, Fargo, ND 58105	Contact: Karen Jevning Phone: 701-231-8464	karen.jevning@ndsu.edu	N
TheForksOnline 516 4th St NE, Devils Lake, ND 58301	Contact: Ethan Eevenson Phone: 701-662-2255	eevenson@devilslakejournal.com	N

Internet Sources

Facebook https://www.facebook.com/	Social Media - Internet Posting	N
Glassdoor https://www.glassdoor.com/index.htm	Internet Posting	N
Handshake College Consortium https://www.joinhandshake.com/	Internet Posting	N
LinkedIn https://www.linkedin.com/feed/	Internet Posting	N
MN State Career Hub College Consortium https://www.collegecentral.com/msch/	Internet Posting	N
Snapchat https://www.snapchat.com/	Posting	N
Twitter https://twitter.com/	Internet Posting	N
ZipRecruiter https://ziprecruiter.com/	Internet Posting	N

Long Term Initiatives				
Date	Initiative	Description	Scope of Involvement	Personnel Involved
10/1/2020 - on going	Advertising to target a wide range of candidates	We advertise available positions with the state Job Service (through the Department of Labor).	Broad Outreach	Recruiting
10/1/2020- 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 Onboarding and training program for new managers at Midco via web-ex	Supplemental Recruiting Efforts Professional Development Opportunities Compliance Training/ Professional Development	Field Technicians(all Levels) Business Techs (all levels) HR staff & Midco leaders
10/1/2020 - on going	FastStart Leader Training	including an overview of employment law, hiring practices ADA, leaves , Termination Process/Exit Interview.	Opportunities for Midco Leaders	
10/1/2020- on going	Internship Program	Offer hands-on experience and give students the skills to prepare for future employment. The program serves as an important resource in fostering long-term partnerships with educational institutions to help develop our future workforce. The interns worked in the following area: Business Development	Broad Outreach	Melissa Zimmerman Chris Carson Sara Peterson Sue Punke
10/1/2020 - 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: www.NorthDakotaDiversity.com www.SouthDakotaDiversity.com www.WisconsinDiversity.com www.NorthDakotaJobNetwork.com www.SouthDakotaJobNetwork.com www.MinnesotaJobNetwork.com www.WisconsinJobNetwork.com www.MinnesotaDiversity.com www.minnesotaworks.net/ www.ndworkforceconnection.com/ https://sd.gov/ https://jobcenterofwisconsin.com/ https://usmilitarypipeline.com/ https://www.ebenefits.va.gov/ VetConnect (LVER/DVOPS)
10/1/2020- 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 & entire staff
02/12/21	NDSU Virtual Career Fair	Shared information with students about internships, company benefits & culture, how to apply and career progression opportunities.	General Recruiting Board Outreach	Sue Punke
5/6/2021	DL Area Job Fair	Shared information with general public about open positions, company benefits & culture, how to apply and career progression opportunities.	General Recruiting Broad Outreach	Adam Butler Ryan Fischer
3/25/2021	MSUM-Moorhead, NW Tech-Bemidji	Shared information with students about internships, company benefits & culture, how to apply and career progression opportunities.	College Recruiting	Sam Lyle Jess Costello Jeanne Hassel