

EEO Public File Report

MetroCast Communications of MS, LLC - Starkville, MS

October 1, 2008 - September 30, 2009

Full-Time Positions Filled

Full-Time Position	Position Title	Date Open	Date Filled	Recruitment Source(s) utilized to fill the vacancy (including organizations entitled to notification)*
1	Quality Assurance Technician	12/24/2008	2/17/2009	MetroCast Website
				Starkville Daily News
				Daily Journal of Tupelo
				MS Employment Services
2	Advanced Technician	2/13/2009	6/23/2009	MetroCast Website
				Starkville Daily News
				Clarion Ledger of Jackson
				MS State University Career Center
				MS Employment Services
				NAACP at Mississippi State
				Employee Referral
3	Installer/Service Technician	4/27/2009	5/26/2009	MetroCast Website
				Starkville Daily News
				Clarion Ledger of Jackson
				MS Employment Services
				NAACP at Mississippi State
				Employee Referral
	Totals			

*See Attached List of Recruitment Source for Contact Information

Number Interviewed	Number Hired
2	1
0	0
2	0
0	0
2	1
0	0
0	0
0	0
0	0
0	0
1	0
1	0
2	0
0	0
1	0
0	0
1	1
12	3

EEO Public File Report**MetroCast Communications of MS, LLC - Starkville, MS****Master Recruitment Source Listing (MRSL)**

Number	Recruitment Source	Address & Telephone	Total Interviewed
1	MetroCast Website	http://www.metrocast.com/employment.cfm	5
2	Starkville Daily News	304 E. Lampkin Street Starkville, MS 39759 (662)323-1642	2
3	Daily Journal	1242 S. Green Street Tupelo, MS 38801 (662)842-2611	2
4	MS Employment Services	100 Felix Long Street Starkville, MS 39759 (662)323-2272	1
5	Clarion Ledger News	201 S. Congress Street Jackson, MS 39201 (601)961-7000	0
6	Mississippi State University Career Center	P. O. Box P Mississippi State, MS 39762 (662)325-3344	0
7	NAACP	P. O. Box PC Mississippi State, MS 39762 (662)325-7085	0
8	Employee Referral	Various Employees	2
	Totals		12

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10/1/2008-9/30/2009

III. Recruitment Initiatives

	Type of Recruitment Initiative	Brief Description of Activity
1	MetroCast provides paid educational reimbursement programs.	Establishment of cross-training programs designed to enable personnel to acquire skills that could qualify them for higher level positions in both technical and customer service departments.
2	MetroCast maintains its own website www.metrocast.com	All available positions in any department are posted and updated regularly on the company website.
3	MetroCast provides paid training courses.	NCTI Training is offered to both Technicians and Customer Service Personnel in new technology and various problem-solving areas. Upon completion of courses, personnel are certified, thus enabling them to have the ability to qualify for and perform at higher level positions.
4	MetroCast provides on-site mentoring program for all new employees as well as employees that transfer to new positions.	New and/or transferring employees train with current position employees for several weeks before working independently.
5	MetroCast purchases listings on the Career Builder website, www.careerbuilder.com	Technical and Administrative positions that become available are posted on this website throughout the year.
6	MetroCast provides paid membership to trade organizations for Technical Personnel.	SCTE Membership is provided to all Technical Personnel.
7	MetroCast provides paid off-site training for any new equipment or services that current employees will use as the company expands its services.	Employees are provided travel for training on equipment and/or computer courses at several different vendor locations throughout the year.
8	MetroCast Community Access conducts ongoing internship and training classes for members of the franchise area community on the use of production equipment.	MetroCast Community Access has two editing suites, Linear, and non-linear. Training begins on the linear system and progresses to the advanced editing lessons on the Non-Linear system. New users can then borrow production equipment for use in creating a MetroCast Community Access program.