

PALESTINE, TX
UNIT 12265
EEO PUBLIC FILE REPORT
[10/01/2009- 9/20/2010]

I. VACANCY LIST

See Master Recruitment Source List (MRS�) for recruitment source data

Job Title	Recruitment Sources (RS) Used to Fill Vacancy	RS Referring Hiree
Customer Service Representative	4	4
Tech Ops Manager	3	3
Customer Service Representative	1	1
Maintenance Service Tech	1	1
Office Manager	2	2
Customer Service Representative	2	2
Customer Service Representative	2	2
Installer	5-6	6

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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 12-month period
1	Palestine Herald Press, 519 N. Elm, Palestine, TX 75801 903-729-0281	N	68
2	WorkInTexas.com., 500 E. Murchison, Palestine, TX 75801	N	30
3	Cable360.net, 212-621-4890	N	47
4	Employee Referral	N	1
5	Walk in Applications	N	0
6	Local Origination Channel	N	3
TOTAL INTERVIEWEES OVER 12-MONTH PERIOD			149

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III. RECRUITMENT INITIATIVES

	TYPE OF RECRUITMENT INITIATIVE (MENU SELECTION)	BRIEF DESCRIPTION OF ACTIVITY
1	6. Other programs to promote outreach generally	Local Origination channel displays non-profit announcements and other community event announcements.
2	7. Establish training programs	Windjammer offers over a dozen training programs every year through its Professional Employer Organization presented by various law firms, account managers, and company officers; that all employees are welcome to attend in order to grow professionally. For 2010, these programs included (but were not limited to): Safety Leadership, Conflict Resolution, and Workplace Injuries & Claims Procedures.
3	7. Establish training programs	In an effort to build our technicians' knowledge of company products, analysis tools, and skill sets, group and individual training sessions occur regularly at this employment unit. Conducted for field techs by the unit's Technical Supervisor.