

## 2017 FCC EEO Public File Report for Orbitel

Pinal County, Arizona

EEO Unit #406602

This report covers October 1,2017- September 30,2018

Total number of full time vacancies filled this period:

Total number of people interviewed for full time vacancies this period:

### Supplemental Recruitment Initiative:

This employment unit has more than 10 full time employees and is in a metropolitan statistical area, as defined by the Office of Management and Budget, with a population in the county greater than 250,000. Accordingly, it was required to complete two supplemental recruitment initiatives during this period. Pursuant to 47 C.F.R. 77.75(b)(2)(xiv), this unit completed two training programs to management level personnel as methods of ensuring equal employment opportunity and preventing discrimination.

Community outreach activities include:

- The General Manager participating twice a year in the Southwest Cable Communications Association conventions and once in the National Cable Television Cooperative convention.
- Orbitel works directly with the Maricopa (AZ) Center for Entrepreneurship providing high speed data and information
- Orbitel has a scholarship with Maricopa (AZ) High School which two students win annually

Orbitel posts jobs externally, through the Schurz Corporate website, but also is dedicated to promoting qualified candidates from within. We utilize the Career Development tool through our corporate ADP portal. Orbitel also encourages associates to acquire skills that could qualify them for higher level positions through NCTI courses (over 100 options). They can work towards certification including: Master Technician, Master Representative and Master Dispatcher. NCTI training helps increase their industry and technological knowledge base which allows for hourly pay increases for successful completion of each module.

Between 8/16/18 and 8/17/18, all the employees of this unit, including managers, participated in onsite training given by corporate Human Resources titled- "Training for a Harassment Free Workplace". The objectives of this course were to help employees identify the two main types of sexual harassment and learn courses of action available to employees that become victims of this behavior. This training also reinforced the importance of being respectful of others regardless of race, ethnicity, sex, religion, or any other protected class. Lastly, the course also gave employers an outline of responsibilities if this behavior occurred in the workplace.

Also, on 9//25/18, all managers participated in a Schurz created webinar given by Human Resources titled- "A Legal Issues Refresher", that consisted of EEO training and basic understanding of disability protection legislation. This training also included avoiding discrimination in employment decisions. It also recognized considerations for handling disability and protected leaves, while helping managers to see situations that could trigger protected leave.