

EEO Public File Report
Midcontinent Communications -- Bismarck, ND
October 1, 2017-September 30, 2018
Full-Time Positions Filled

Full-Time P	Posting Title	Filled Date	Start Date	Positions Filled	Recruitment Sources	Interviewed	Hired
17-0259	Videographer/Producer	10/4/2017	10/24/2017	1	BisManOnline eBenefits - Dept of Veteran Affairs ExperienceND Indeed Job Service of North Dakota Keloland Employment LinkedIn LocalJobNetwork Midco Website Referred by Current Employee RegHelpwanted TeamND US Military Pipeline	1 - - 2 1 - - - 3 1 - - -	- - - - - - - 1 - - - -
17-0260	Creative Coordinator	9/26/2017	10/16/2017	1	BisManOnline eBenefits - Dept of Veteran Affairs ExperienceND Glassdoor Indeed Job Service of North Dakota Keloland Employment LinkedIn LocalJobNetwork Midco Website RegHelpwanted TeamND US Military Pipeline	- - - 1 3 - - - - 2 - - -	- - - 1 - - - - - - - -
17-0267	Customer Experience Center Representative	12/27/2017	1/23/2018	1	BisManOnline ExperienceND Facebook Indeed Job Service of North Dakota	6 - 6 4 4	- - 1 - -

					Keloland Employment	-	-
					LocalJobNetwork	3	-
					Midco Website	3	-
					Referred by Current Employee	1	-
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
17-0270	Field Technician	11/3/2017	11/19/2017	1	BisManOnline	-	-
					Current Employee	1	1
					eBenefits - Dept of Veteran Affairs	-	-
					ExperienceND	-	-
					Indeed	3	-
					Job Service of North Dakota	1	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-
					Mitchell Technical Institute	-	-
					Referred by Current Employee	1	-
					Referred by Family or Friend	1	-
					RegHelpwanted	-	-
					TeamND	-	-
					US Military Pipeline	-	-
17-0335	Field Technician	12/26/2017	1/23/2018	2	ExperienceND	-	-
					Handshake College Consortium	-	-
					Indeed	3	-
					Job Service of North Dakota	1	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-
					Mitchell Technical Institute	-	-
					Peaslee Technical	1	1
					Referred by Current Employee	3	1
					Referred by Family or Friend	1	-
					RegHelpwanted	-	-
					TeamND	-	-
					US Military Pipeline	-	-

					ValleyNewsEmployment	-	-
18-0037	Field Technician I	4/18/2018	5/8/2018	1	ExperienceND	-	-
					Glassdoor	1	1
					Handshake College Consortium	1	-
					Indeed	3	-
					Job Service of North Dakota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	1	-
					Midco Website	1	-
					Mitchell Technical Institute	-	-
					Referred by Family or Friend	2	-
					RegHelpwanted	-	-
					TeamND	1	-
					ValleyNewsEmployment	-	-
18-0056	Field Technician I	4/9/2018	4/24/2018	1	BisManOnline	1	-
					eBenefits - Dept of Veteran Affairs	-	-
					ExperienceND	-	-
					Indeed	1	-
					Job Service of North Dakota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	1	-
					Mitchell Technical Institute	-	-
					Referred by Family or Friend	1	1
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0058	Field Technician I	3/2/2018	3/20/2018	1	BisManOnline	-	-
					eBenefits - Dept of Veteran Affairs	-	-
					ExperienceND	-	-
					Indeed	3	1
					Job Service of North Dakota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-

					Mitchell Technical Institute	-	-
					Referred by Family or Friend	1	-
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0092	Inventory Specialist I	4/6/2018	4/24/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					ExperienceND	-	-
					Handshake College Consortium	-	-
					Indeed	1	-
					Job Service of North Dakota	1	-
					Keloland Employment	-	-
					LocalJobNetwork	1	-
					Midco Website	1	1
					Mitchell Technical Institute	-	-
					Referred by Current Employee	1	-
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0176	Field Technician	6/25/2018	7/17/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					ExperienceND	-	-
					Handshake College Consortium	-	-
					Indeed	3	-
					Job Service of North Dakota	2	-
					Jobs.com	1	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	1	1
					Referred by Family or Friend	3	-
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0186	Field Technician	7/27/2018	8/14/2018	1	CareerBuilder	1	-
					Current Employee	1	-
					eBenefits - Dept of Veteran Affairs	-	-
					ExperienceND	-	-

					Facebook	1	-
					Handshake College Consortium	-	-
					Indeed	3	1
					Job Service of North Dakota	1	-
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	3	-
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0187	Inventory Specialist I	5/24/2018	6/12/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					ExperienceND	-	-
					Facebook	-	-
					Handshake College Consortium	-	-
					Indeed	2	-
					Job Service of North Dakota	2	1
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	2	-
					Midco Website	1	-
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0198	Field Technician I	6/12/2018	8/28/2018	3	eBenefits - Dept of Veteran Affairs	-	-
					ExperienceND	-	-
					Facebook	1	-
					Handshake College Consortium	-	-
					Indeed	4	1
					Job Service of North Dakota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-
					Referred by Current Employee	1	1
					Referred by Family or Friend	3	1
					RegHelpwanted	-	-

					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0201	Inventory Specialist II	5/24/2018	6/12/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					Facebook	-	-
					Handshake College Consortium	-	-
					Indeed	1	-
					Job Service of North Dakota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	1	1
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0226	Field Technician I	6/26/2018	7/17/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					ExperienceND	-	-
					Handshake College Consortium	-	-
					Indeed	-	-
					Job Service of North Dakota	1	1
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0291	Field Technician I	8/23/2018	9/11/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					Current Employee	2	-
					ExperienceND	-	-
					Handshake College Consortium	-	-
					Indeed	1	-
					Job Service of North Dakota	-	-
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-

			Referred by Family or Friend	1	1
			RegHelpwanted	-	-
			TeamND	-	-
			ValleyNewsEmployment	-	-

Recruitment Source	Contact	Email	Entitled to
Recruitment Sources Used for Openings			
Current Employee	Current Employee application	www.midcocareers.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
Job Service of North Dakota PO Box 5507, Bismarck, ND 58506	Contact: Ron Lanfins Phone: 701-352-4450	rlanfins@nd.gov	N
Kelolandemployment 501 S. Phillips Ave Sioux Falls, SD 57104	Contact: Manda Kokales Phone: 605-334-4327	manda@classifiedverticals.com	N
LocalJobNetwork 1000 N. Water St Suite 1100 Milwaukee, WI 53202	Contact: Heather Homa Phone: 800-984-3775	heather.homa@localjobnetwork.com	N
Midco Website 3901 N. Louise Ave Sioux Falls, SD 57107	Contact: Patti Hawkey Phone: 605-271-7604	www.midcocareers.com	N
RegionalHelpwanted 1085 Route 55, Unit 14, Lagrangeville, NY 12540	Contact: Maureen Daley Phone: 605-956-4158 Ext- 9002	Maureen@RegionalHelpWanted.com	N
Recruitment Sources for Specific Vacanies			
BismanOnline 316 N 5th St Floor 6 Bismarck, ND 58501	Contact: Jamie Thrasher Phone: 701-222-0370	jthrasher@bisanonline.com	N
CareerBuilder 2501, 200 N LaSalle Blvd, Chicago, IL 606001	Contact: Sarah Jaworski Phone: 773-527-1115	sarah.jaworski@careerbuilder.com	N
ExperienceND 1600 E Century Ave Suite 2, Bismarck, ND 58503	Contact: Amanda Remyense Phone: 701-328-7246	www.ExperienceND.com	N
JobsHQ PO Box 6024, Fargo, ND 58107-6024	Contact: Anne Malvin Phone: 701-451-5643	www.jobshq.com	N
Peaslee Technical 2920 Haskell Ave, Suite 100 Lawrence, KS 66046	Contact: Carolyn Chin Lewis Phone: 785-856-1807	info@peasleetechnology.org	N
Mitchell Technical Institute 1800 E Spruce St, Mitchell, SD 57301	Contact: Janet Greenway Phone: 605-995-7194	janet.greenway@mitchelltech.edu	N

Referred by Family and Friend	Referral from Family or Friend	N
Referred by Current Employee	Referral from Current Employee	N
TeamND 1200 S. Jay St Aberdeen, SD 57401	Contact: Jay Meier Phone: 701-224-5666	www.teamnd.org N
US Military Pipeline 4819 Emperor Blvd Durham, North Carolina 27703	Contact: Erica Garrick Phone: 508-523-3415	Erica.Garrick@futuresinc.com N
ValleyNewsEmployment 1350 21st Ave S, Fargo, ND 58103	Contact: Samantha Johnson Phone: 701-532-0976	sam@classifiedverticals.com N
Media Sources(Newspaper, Billboards, Radio, Flyers, Events, Job Fairs)		
Hiring Flier	Handouts at Customer Experience Centers/Events	N
Midco TV Commercial	TV Commerical Midco airs	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
Indeed https://www.indeed.com/	Internet Posting	N
Jobs.com https://www.monster.com/	Internet Posting	N
LinkedIn https://www.linkedin.com/feed/	Internet Posting	N

Long Term Initiatives				
Date	Initiative	Description	Scope of Involvement	Personnel Involved
10/1/2017 - on going	Advertising to target a wide range of candidates throughout the area	Midco has created a regional recruitment video featuring current employees and the community. (Field Tech, RSA & Customer Care Support Agent Videos)	Broad Outreach	Midco Production, Marketing and Recruiting
10/1/2017 - on going	Advertising to target a wide range of candidates throughout the area	We advertise available positions with the state Job Service (through the Department of Labor)	Broad Outreach	Recruiting
10/1/2017-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),
10/1/2017 - on going	Leadership Development Programs/Training	Midco currently provides leadership development training for all managers covering a wide range of topics such as: ADA, FMLA, Termination Process/Exit Interview, Respect in the workplace(non-discrimination & anti-harassment) and Reasonable Suspicion Testing	Compliance Training/Professional Development Opportunities for Midco Leaders	HR Professionals & Hiring Managers
10/1/2017 - on going	Online advertising to target diverse candidates in North Dakota, South Dakota, Kansas, Minnesota and Wisconsin	An annual membership is maintained with LocalJobNetwork. All positions are posted through the LocalJobNetwork 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	LocalJobNetwork 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)
10/1/2017 - on going	Sponsorship & Support of local events	Sponsor and attend local events in the community, influencing a wide range of candidates throughout our regions. Share information with other professionals to attract, retain, and grow personnel within the perspective area	Broad Outreach and Professional Development Opportunities for Midco Leaders	Midco Leadership & Staff
10/1/2017 - on going	Women in Cable Telecommunications (WICT)	Membership and participation in this organization which offers training, networking opportunities, and job resources for individuals within the Cable Telecommunications industry	Supplemental Recruiting Efforts/Professional Development Opportunities	Midco Leadership & Staff
10/1/2017- on going	Workplace Harassment Prevention Training	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
10/17/2018	Bismarck Job & Internship Fair Bismarck State College National Energy Center of Excellence	Shared information with students about internships, company, how to apply, etc	General Recruiting	Hiring Managers
3/1/2018	Bismarck State College Career Fair	Shared information with students about internships, company, how to apply, etc	General Recruiting	Recruiting & Hiring Managers
9/12/2018	Williston Multi-Employer Job Fair (nd.gov)	Shared information about open positions, career site, how to apply, company paid benefits, etc	General Recruiting	Hiring Managers