

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

Req	Posting Title	Filled Date	Start Date	Positions	Recruitment Sources	Interviewed	Hired
17-0104	Field Technician I	9/25/2017	10/9/2017	2	Current Employee	-	-
					eBenefits - Dept of Veteran Affairs	-	-
					Facebook	1	1
					GoldPass	-	-
					HireMnGrads	-	-
					Indeed	7	1
					Job Service of Minnesota	1	-
					Keloland Employment	-	-
					LocalJobNetwork	1	-
					Midco Website	2	-
					Minnesota West Community & Technical College	1	-
					Referred by Current Employee	2	-
					Referred by Family or Friend	1	-
					Mitchell Technical Institute	-	-
					St. Cloud State University	-	-
					RegHelpwanted	-	-
					US Military Pipeline	-	-
17-0230	Field Technician I	10/4/2017	10/24/2017	2	eBenefits - Dept of Veteran Affairs	-	-
					GoldPass	-	-
					HireMnGrads	-	-
					Indeed	3	-
					Job Service of Minnesota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	2	-
					Mitchell Technical Institute	-	-
					MN State Community and Technical College	-	-
					Referred by Current Employee	2	2
					RegHelpwanted	-	-
					US Military Pipeline	-	-
17-0216	Inventory Control Manager	10/27/2017	11/14/2017	1	Bemidji State University	-	-

					BetterFargoJobs	1	-
					BismanOnline	2	-
					CareerBuilder	1	-
					Current Employee	4	-
					eBenefits - Dept of Veteran Affairs	1	-
					ExperienceND	-	-
					GoldPass	-	-
					HireMnGrads	2	-
					Indeed	4	-
					Job Service of Minnesota	-	-
					Job Service of North Dakota	-	-
					JobsHQ	2	1
					Keloland Employment	-	-
					LinkedIn	1	-
					LocalJobNetwork	-	-
					Midco TV Commercial	1	-
					Midco Website	5	-
					Minnesota Chippewa Tribe	-	-
					Mitchell Technical Institute	-	-
					MN State Community and Technical College	-	-
					MN State University	-	-
					MN State University	-	-
					NDSCS - North Dakota State College of Science	-	-
					NDSU	-	-
					Northland Community and Tech College	-	-
					Referred by Family or Friend	1	-
					RegHelpwanted	-	-
					RegHelpwanted	-	-
					St. Cloud State University	-	-
					TeamND	-	-
					University of Minnesota Carlson School of	-	-
					US Military Pipeline	-	-
17-0296	Field Technician	11/21/2017	12/19/2017	1	Bemidji State University	-	-
					CareerBuilder	1	-
					eBenefits - Dept of Veteran Affairs	-	-
					GoldPass	-	-
					HireMnGrads	-	-

					Indeed	2	1
					Job Service of Minnesota	-	-
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	1	-
					Minnesota Chippewa Tribe	-	-
					Mitchell Technical Institute	-	-
					MN State Community and Technical College	-	-
					Referred by Current Employee	1	-
					RegHelpwanted	-	-
					US Military Pipeline	-	-
17-0311	SMB Sales Consultant	11/21/2017	12/19/2017	1	eBenefits - Dept of Veteran Affairs	-	-
					GoldPass	-	-
					HireMnGrads	-	-
					Indeed	1	1
					Job Service of Minnesota	-	-
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-
					MN State Community and Technical College	-	-
					RegHelpwanted	-	-
					US Military Pipeline	-	-
17-0316	Residential Sales Associate	12/14/2017	1/23/2018	1	CareerBuilder	-	-
					eBenefits - Dept of Veteran Affairs	-	-
					Facebook	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	-	-
					Job Service of Minnesota	-	-
					JobsHQ	2	-
					Keloland Employment	-	-
					LinkedIn	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-

					MN State Community and Technical College	-	-
					Referred by Family or Friend	1	1
					RegHelpwanted	-	-
					Twitter	-	-
					US Military Pipeline	-	-
17-0322	Field Technician I	11/21/2017	12/19/2017	1	eBenefits - Dept of Veteran Affairs	-	-
					Facebook	1	-
					GoldPass	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	2	-
					Job Service of Minnesota	-	-
					Keloland Employment	-	-
					LinkedIn	-	-
					LocalJobNetwork	-	-
					Midco Website	1	1
					Mitchell Technical Institute	-	-
					MN State Community and Technical College	-	-
					RegHelpwanted	-	-
17-0357	Field Service Supervisor	3/13/2018	4/10/2018	1	Current Employee	1	-
					eBenefits - Dept of Veteran Affairs	-	-
					Facebook	-	-
					GoldPass	-	-
					Job Service of Minnesota	-	-
					LocalJobNetwork	-	-
					Midco Website	1	-
					Minnesota West Community & Technical College	-	-
					Referred by Family or Friend	1	1
17-0377	Field Service Supervisor	6/29/2018	7/15/2018	1	Current Employee	1	-
					eBenefits - Dept of Veteran Affairs	-	-
					GoldPass	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	-	-
					Job Service of Minnesota	-	-

					LocalJobNetwork	-	-
					Midco Website	2	1
					Minnesota West Community & Technical College	-	-
					Mitchell Technical Institute	-	-
					RegHelpwanted	-	-
18-0063	Field Technician I	3/6/2018	4/24/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					GoldPass	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	1	1
					Job Service of Minnesota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	2	-
					Minnesota West Community & Technical College	-	-
18-0074	Inventory Specialist II	4/24/2018	5/8/2018	1	Current Employee	1	-
					eBenefits - Dept of Veteran Affairs	-	-
					Glassdoor	1	-
					GoldPass	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	5	1
					Job Service of Minnesota	-	-
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-
					Minnesota Chippewa Tribe	-	-
					Mitchell Technical Institute	-	-
					MN State Community and Technical College	-	-
					Referred by Current Employee	1	-
					Referred by Family or Friend	1	-
					RegHelpwanted	-	-
					ValleyNewsEmployment	-	-
18-0091	Field Technician I	4/9/2018	4/24/2018	1	eBenefits - Dept of Veteran Affairs	-	-

					GoldPass	-	-
					Handshake College Consortium	1	-
					HireMnGrads	-	-
					Indeed	-	-
					Job Service of Minnesota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-
					Mitchell Technical Institute	-	-
					MN State Community and Technical College	-	-
					Referred by Family or Friend	1	1
					RegHelpwanted	-	-
18-0131	Field Technician I	7/24/2018	8/14/2018	2	Current Employee	-	-
					eBenefits - Dept of Veteran Affairs	-	-
					Handshake College Consortium	1	1
					HireMnGrads	-	-
					Indeed	7	-
					Job Service of Minnesota	2	-
					JobsHQ	-	-
					LocalJobNetwork	1	1
					Keloland Employment	-	-
					Midco Website	4	-
					MN State Community and Technical College	-	-
					Referred by Current Employee	2	-
					Referred by Family or Friend	1	-
					RegHelpwanted	-	-
					ValleyNewsEmployment	-	-
18-0135	Advertising Sales Consultant	7/30/2018	9/4/2018	1	BismanOnline	-	-
					eBenefits - Dept of Veteran Affairs	-	-
					Glassdoor	1	1
					GoldPass	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	2	-
					Job Service of Minnesota	1	-
					Job Service of North Dakota	-	-

					JobsHQ	-	-
					Keloland Employment	-	-
					LinkedIn	1	-
					LocalJobNetwork	-	-
					Midco Website	1	-
					Minnesota Chippewa Tribe	-	-
					MN State Community and Technical College	-	-
					NDSU	-	-
					Referred by Family or Friend	1	-
					RegHelpwanted	-	-
					TeamND	-	-
					ValleyNewsEmployment	-	-
18-0177	Field Technician I	7/30/2018	8/14/2018	1	CareerBuilder	-	-
					eBenefits - Dept of Veteran Affairs	-	-
					Facebook	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	6	1
					Job Service of Minnesota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	1	-
					Midco Website	-	-
					Minnesota Chippewa Tribe	-	-
					MN State Community and Technical College	-	-
					RegHelpwanted	-	-
ValleyNewsEmployment	-	-					
18-0178	Field Technician I	7/30/2018	8/14/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					Facebook	1	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	5	1
					Job Service of Minnesota	-	-
					Keloland Employment	-	-
					LocalJobNetwork	1	-
					Midco Website	1	-
					Minnesota Chippewa Tribe	-	-

					MN State Community and Technical College	-	-
					Referred by Current Employee	2	-
					ValleyNewsEmployment	-	-
18-0197	Field Technician I	6/6/2018	6/25/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	1	-
					Job Service of Minnesota	-	-
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	1	-
					Minnesota Chippewa Tribe	-	-
					MN State Community and Technical College	-	-
					Referred by Current Employee	1	1
					RegHelpwanted	-	-
					ValleyNewsEmployment	-	-
18-0204	Inventory Specialist II	6/1/2018	6/12/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					Facebook	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	3	1
					Job Service of Minnesota	-	-
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	1	-
					Midco Website	-	-
					Minnesota Chippewa Tribe	-	-
					MN State Community and Technical College	-	-
					Referred by Current Employee	1	-
					RegHelpwanted	-	-
					ValleyNewsEmployment	-	-
18-0295	Field Technician I	9/13/2018	9/25/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					Facebook	-	-
					Handshake College Consortium	-	-

					HireMnGrads	-	-
					Indeed	2	1
					Job Service of Minnesota	-	-
					JobsHQ	-	-
					Keloland Employment	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-
					Minnesota Chippewa Tribe	-	-
					MN State Community and Technical College	-	-
					RegHelpwanted	-	-
					ValleyNewsEmployment	-	-
18-0319	Inventory Specialist I	9/13/2018	9/28/2018	1	eBenefits - Dept of Veteran Affairs	-	-
					Handshake College Consortium	-	-
					HireMnGrads	-	-
					Indeed	1	-
					Job Service of Minnesota	-	-
					LocalJobNetwork	-	-
					Midco Website	-	-
					MN State Community and Technical College	-	-
					Referred byFamily or Friend	2	1
					RegHelpwanted	-	-

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 Minnesota 318 9th Street, Worthington, MN 56187	Contact: Neng Lee Phone: 763-536-6000	neng-lee@state-mn-us	N
Job Service of North Dakota PO Box 5507, Bismarck, ND 58506	Contact: General Contact Phone: 701-352-4450	infojsgr@nd.gov	N
Keloland Employment 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 Vacancies			
Bemidji State University 1500 Birchmont Dr NE, Bemidji, MN 56601	Contact: Molly Aitken-Julín Phone: 800-657-3726	career@bemidjistate-edu	N
BetterFargoJobs 2255 Green Vista Drive Suite 402, Sparks NV 89431	Contact: Carly Mensesses Phone: 800-225-1372	carly@betterfargojobs.com	N
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 Remyne Phone: 701-328-7246	www-ExperienceND-com	N
GoldPass 100 Church St- S-E-Minneapolis, MN 55455	Contact: Beth Lory Phone: 612-624-2710	https://www-myinterfase-	N

JobsHQ PO Box 6024, Fargo, ND 58107-6024	Contact: Anne Malvin Phone: 701-451-5643	www-jobshq-com	N
MN State University 1104 7th Ave South, Moorhead, MN 56563	Contact: Jamie Crummy Phone: 218-477-2131	https://www.mnsu-edu/	N
Minnesota Chippewa Tribe 15542 State 371 NW, Cass Lake, MN 56633	Contact: Joel Smith Phone: (218) 335-8581 X102	jsmith@mnchippewatribe-org	N
MN State Community and Technical College 1900 28th Ave S, Moorhead, MN 56560	Contact: Sue Zurn Phone: 218-299-6512	sue.zurn@minnesota.edu	N
Minnesota West Community & Technical College 1450 College Way, Worthington, MN 56187	Contact: Kip Thorson Phone: 507-372-3460	Kip-Thorson@mnwest-edu	N
Mitchell Technical Institute 1800 E Spruce St, Mitchell, SD 57301	Contact: Janet Greenway Phone: 605-995-7194	janet-greenway@mitchelltech-edu	N
NDSCS-North Dakota State College of Science 800 6th St N, Wahpeton, ND 58076	Contact: Lisa Wixo Phone: 701-671-2272	Lisa-Wixo@ndscs-edu	N
NDSU 1340 Administration Ave, Fargo, ND 58105	Contact: Karen Jevning Phone: 701-231-8464	karen-jevning@ndsu-edu	N
Northland Community and Technical College 1101 MN-1, Thief River Falls, MN 56701	Contact: Lynn Phone: 218-683-8555	career.center@northlandcollege.edu	N
Referred by Current Employee	Referral from Current Employee		N
Referred by Friend or Family	Referral from Friend or Family		N
St Cloud State University 720 4th Ave S, St Cloud, MN 56301	Contact: Nancy Michael Phone: 320-308-3932	nkmichael@stcloudstate-edu	N
TeamND 1200 S- Jay St Aberdeen, SD 57401	Contact: Jay Meier Phone: 701-224-5666	www-teamnd-org	N
University of Minnesota Carlson School of Management 321 19th Ave S. Minneapolis, MN 55455	Contact: Kathleen Fink Email: kfink@umn-edu	www.carlsonschool.umn.edu/theedge	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 Internet/Internat - www-facebook-com/ads/manager	Social Media - Internet Posting		N
Glassdoor Internet/Internat - www.glassdoor.com	Internet Posting		N
Handshake College Consortium https://joinhandshake.com/	internet Posting		N
HireMNGrads Internet/Internat - www-hiremnggrads-com	Internet Posting		N
Indeed https://www.indeed.com/	Internet Posting		N
LinkedIn Internet/Intranet - www-linkedin-com	Internet Posting		N
Twitter Internet/Intranet - www.twitter.com	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 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	FastStart Supervisor Training	Onboarding and training program for new managers at Midco via web-ex including an overview of employment laws, ADA, leaves and D&I statement	Compliance Training/ Professional Development Opportunities for Midco Leaders	Managers, Supervisors & HR Staff
10/1/2017 - on going	Internship Programs	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 intern worked in the following area: Field Operations-Bemidji, MN	Board Outreach	Managers and Supervisors, HR Professionals-Recruiting , Interns & Executive Leadership
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	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
10/3/2017	Southwest Minnesota Workforce Council's Career Expo - SMSU Campus Marshall	Shared information with students about company and career options in telecommunications industry	General Recruiting	Recruiting
10/4/2017	Southwest Minnesota Workforce Council's Career Expo - MN West Campus-Worthington	Shared information with students about company and career options in telecommunications industry	General Recruiting	Recruiting
9/25/2018	Southwest Minnesota Workforce Council's Career Expo - MN West Campus-Worthington	Shared information with students about company and career options in telecommunications industry	General Recruiting	Recruiting
9/26/2018	Wabasha Pumpkin Derby-Staff passed out "We Are Hiring" Fliers	Sponsor and attend local event in the community, targeting a wide range of candidates throughout our regions	General Recruiting	Hiring Managers