

EEO Public File Report

Station: **WHLT**
 Period Covered by Report: **2/1/2009 to 1/31/2010**

Full-Time Position	Position Title	Date Open	Date Filled	Recruitment Source for Candidate Hired	Recruitment Source(s) Utilized to Fill Vacancy.	Number Interviewed	Number Hired
1	Account Executive	09/17/08	03/09/09	Employee Referrals	Recruitment Sources Contacted for Each Full-Time Vacancy - see attached	6	1
2	Account Executive	12/14/09	01/11/01	Industry Referrals	Recruitment Sources Contacted for Each Full-Time Vacancy - see attached	4	1

TOTAL

10

2

* See Attached List of Recruitment Sources for Contact Information

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Recruitment Sources Contacted for Each Full-Time Vacancy

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No.	Recruitment Source	Contact	Total Interviewed	Notification
1	MS Valley State University 14000 Hwy 82 W, Box 7225, Itta Bena, MS 38941	Career Development 662-254-9041		n
2	MS Employment Services - Jackson Office 5959 I-55 North Frontage Road, Suite C, Jackson, Ms 39213	Ms. Ketra McGriggs 601-961-7931		n
3	WJTV-TV 1820 TV Road, Jackson, MS 39204	Karen Cole 601-372-6311		n
4	Holmes Jr. College Career Planning, P.O. Box 369, Goodman, MS 39079	Pamela Fells 662-472-2312		n
5	Mississippi University For Women Human Resources, 1100 College St., MUW-1607, Columbus, MS 39701	Theresa Ervin 662-329-4750		n
6	Miss. State University P.O. Box P, Miss State, MS 39762	Gloria Reeves 662-325-3344		n
7	Hinds Community College Career Center, P.O. Box 1100, Raymond, MS 39154-1100	GR Davis 601-857-3384		n
8	Mississippi College Career Services, P.O. Box 4010, Clinton, MS 39058	Karen Lindsey-Lloyd 601-925-3901		n
9	William Carey College 498 Tuscan Avenue, Box 181, Hattiesburg, MS 39401	Leslie Sellers 601-318-6207		n
10	Alcorn State University Career Placement Services, P.O. Box 390, Lorman, MS 39096	W. Johnson 601-877-6100		n
11	University of Southern MS Career Services, 118 College Drive #5014, Hattiesburg, MS 39406-0001	Ms. Kathleen Killam 601-266-4153		n
12	Belhaven College 1500 Peachtree Street, Jackson, MS 39202	Jennifer Griffin 601-968-5969		n
13	Milsaps College 1701 North State Street, Jackson, MS 39210	Tonya Craft 601-974-1346		n
14	Jackson Advocate	Alice Tisdale		n

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	Classified Department, 309 N. Farish Street, Jackson, Ms 39202	601-648-4123		
15	Tougaloo College Career Planning, 500 W. County Line Road, Tougaloo, MS 39174	Takesia McClendon 601-977-7817		n
16	Department of Veterans Affairs 1600 East Woodrow Wilson Dr., Jackson, MS 39216	Jennifer Armwood		n
17	Antionelli College 480 E. Woodrow Wilson Dr, Jackson, MS 39216	Kim Ramsey 601-853-1175		n
18	TVJobs Broadcast Employment Services P.O. Box 4116, Oceanside, CA 92052	TVJobs.com 760-754-8177		n
19	NAACP 1072 Lynch Street, Ste #10, Jackson, MS 39203	Janette Self 601-353-6906		n
20	Jackson Urban League 2310 Hwy 80 West, Bldg 1, Ste E, Jackson, Ms 39213	Willie Cole 601-981-4211		n
21	University of Mississippi Career Center, PO Box 1848, University, MS 39677	Lisa Gooden 662-915-7211		n
22	Holmes Community College 412 W. Ridgeland Avenue, Ridgeland, MS 39157	Ms. Rose Canterbury		n
23	WHLT-TV (On-Air Advertisement) Cloverleaf Mall, 5912 Hwy 49, Ste A, Hattiesburg, MS 39401	Local TV Advertisement 601-545-2077		n
24	Media General/WHLT Website 111 North 4th Street, Richmond, VA 23219 / Cloverleaf Mall, 5912 Hwy 49, Ste A, Hattiesburg, MS 39401	MG Division HR 804, 775-4608, www.mgbg.com, www.whlt.com	2	n
25	MS Employment Services - Hattiesburg Office P.O. Box 15428, Hattiesburg, MS 39401	601-264-0502		n
26	Employee Referrals		2	n
27	Former Employee Referrals			
28	Personal Acquaintances (Word of Mouth)			
29	Industry Referrals		1	
30	Self Initiated/Walk-In/Call-In		2	
31	Career Fairs		1	
32	Unsolicited		2	

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33 Internal

n

Recruitment Sources Contacted for SPECIFIC Full-Time Vacancies

Note: No additional sources were used in this reporting period other than those noted above.

Total Interviewed

10

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Supplemental Recruitment Initiatives

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No.	Date	Initiative	Description	Scope of Involvement	Personnel Involved
1	On Going	Training Program	Training Employees to do jobs other than what they were hired for.	Cross Training in other departments to cover when employees are out and for promotion.	Mamie Drake, HR Coordinator and Cheryl Jacks, Sales Assistant
2	On-Going	Training Programs & Cross-Training Programs	Train employees for positions other than what they were hired for.	Dept. Heads & employees train employees to gain skills to allow them to obtain promotions or transfers.	News Director/Business Manager/Production Director/Director of Engineering/Sales Manager/Marketing Director
3	2/27/2008	Mississippi State University Communication Career Fair	College communication career fair hosted by MSU	Sponsored booth for recruitment of open positions & broadcast industry for WJTV & WHLT	WJTV Interim Marketing Director, Stephen Patton & WJTV News Director, Rick Russell, on behalf of WJTV & WHLT
4	9/9/2009	Antonelli College Career Fair	Career Fair for graduates, students & general public.	WHLT Station Manager, Wally Babbidge	Wally Babbidge attended on behalf of Media General-Mid South Group wherein he represented all stations in the Mid South Group.
5	10/28/2009	Eagle Expo & Education Career Fair/Georgia Southern University	Career Fair for Georgia Southern students.	Prejea'n Andrews, HR	Prejea'n Andrews attended on behalf of Media General-Mid South Group wherein he represented all stations in the Mid South Group.