

## **EEO PUBLIC FILE REPORT**

This Report covers full-time vacancy recruitment data for the period **August 1, 2019 – July 31, 2020.**

- 1) **Employment Unit: Spanish Broadcast System, Inc./San Francisco**
- 2) **Unit Members (Stations and Communities of License): KRZZ-FM, San Francisco, CA (FCC Facility ID No. 1092)**

3) **EEO Contact Information for Employment Unit:**

Mailing Address:  Radio Station KRZZ 675 N. 1 <sup>st</sup> Street suite 250 San Jose, CA 95112	Telephone Number:  (408) 546 4000
	Contact Person/Title:  Nancy Ortiz - Business Manager
	E-mail Address:  nortiz@sbssanfrancisco.com

4) **List all Full-Time Job Vacancies Filled by Each Station in the Employment Unit:**

<b>Job Title</b>	<b>Recruitment Source Referring Hiree</b>
1. Account Executive	Spanish Broadcasting Website */
2. Account Executive	Internal Hiree */
3. Integrated Marketing Manager	Facebook Post
4. Local & Digital Sales Manager	Internal Hiree

\*/ Positions 1 and 2 used the same applicant pool

**Station KRZZ is an Equal Opportunity Employer.**

**1) Job Title: Account Executive Referral Source(s) of Hiree: Spanish Broadcasting Website/ Internal Referral**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
<b>Spanish Broadcasting Systems, Inc. Website- Careers Section</b>	Website- Christian De La Cruz- Nancy Ortiz	www.spanishbroadcasting.com	(408) 546-4000	4	No
<b>Instagram</b>	Christian De La Cruz  Nancy Ortiz	www.instagram.com	(408) 546- 4000	2	No
<b>Industry or Employee Referral (includes word of mouth and walk-in applicants)</b>	Christian De La Cruz	www.spanishbroadcasting.com	(408) 546-4000	2	No
<b>Facebook</b>	Christian De La Cruz  Nancy Ortiz	www.facebook.com	(408) 546-4000	3	No
<b>Indeed</b>	Nancy Ortiz	www.indeed.com	(408) 546-4000	7	No

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**2) Job Title: Integrated Marketing Manager****Referral Source(s) of Hiree: Facebook Post**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
<b>Spanish Broadcasting Systems, Inc. Website- Careers Section</b>	Website- Christian De La Cruz- Nancy Ortiz	www.spanishbroadcasting.com	(408) 546-4000	0	No
<b>Instagram</b>	Christian De La Cruz  Nancy Ortiz	www.instagram.com	(408) 546- 4000	1	No
<b>Industry or Employee Referral (includes word of mouth and walk-in applicants)</b>	Christian De La Cruz	www.spanishbroadcasting.com	(408) 546-4000	3	No
<b>Facebook</b>	Christian De La Cruz  Nancy Ortiz	www.facebook.com	(408) 546-4000	2	No
<b>Indeed</b>	Nancy Ortiz	www.indeed.com	(408) 546-4000	6	No

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**3) Job Title: Local & digital Sales Manager****Referral Source(s) of Hiree: Internal Referral**

(i) Name of Organization Notified of Job Vacancy:	Contact Person	Address:	Telephone Number:	# of Interviewees Referred	Did Recruitment Source Request Notification? (Yes or No)
<b>Spanish Broadcasting Systems, Inc. Website- Careers Section</b>	Website- Christian De La Cruz- Nancy Ortiz	www.spanishbroadcasting.com	(408) 546-4000	0	No
<b>Instagram</b>	Christian De La Cruz  Nancy Ortiz	www.instagram.com	(408) 546- 4000	0	No
<b>Industry or Employee Referral (includes word of mouth and walk-in applicants)</b>	Christian De La Cruz	www.spanishbroadcasting.com	(408) 546-4000	1	No
<b>Facebook</b>	Christian De La Cruz  Nancy Ortiz	www.facebook.com	(408) 546-4000	0	No
<b>Indeed</b>	Nancy Ortiz	www.indeed.com	(408) 546-4000	1	No
LinkedIn	Nancy Ortiz  Christian De La Cruz	www.linkedin.com	(408) 546-4000	1	No

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**2) Total # of Interviewees Referred:** For the period from August 1, 2019 through July 31, 2020, this Employment Unit interviewed 33 and hired 4 full time employee.

**3) Supplemental Recruitment Initiatives.**

**(a) Initiative: EEO/Discrimination Training for Management and Personnel**

All new hires at Station KRZZ-FM participate in taking the Sexual Harassment course on Preventing Workplace Harassment.

**(b) Initiative: Participation in Events Sponsored by Educational Institutions**

1. General Manager, Christian De La Cruz, participated as a speaker in a “Cultivate to Educate” forum for iMentor. Reflecting on growing up LatinX, challenges in education and the workforce.

Due to COVID-related shutdowns and cancellations, the Employment Unit was unable to complete all of its planned Supplemental Recruitment Initiatives