

FCC/EEO Program Annual Record
Lehigh Valley
Full Time Vacancies - 76.172(b)(1)
July 15, 2021 through July 14, 2022

FCC Unit ID #	Description	Job Title	Vacancies
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	Warehouse Technician	1
11835	Bethlehem	Broadband Technician	1
11835	Bethlehem	Direct Sales Representative	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	Direct Sales Representative	1
11835	Bethlehem	Broadband Technician	1
11835	Bethlehem	Broadband Technician	1
11835	Bethlehem	Direct Sales Representative	1
11835	Bethlehem	Front Counter Representative	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	Construction & Maintenance Technician	1
11835	Bethlehem	Change Management Control Analyst	1
11835	Bethlehem	Direct Sales Representative	1
11835	Bethlehem	Direct Sales Representative	1
11835	Bethlehem	Enterprise Account Executive	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	Direct Sales Representative - Part Time	1
11835	Bethlehem	Recruiter	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	Broadband Technician	1
11835	Bethlehem	Front Counter Representative	1
11835	Bethlehem	Construction & Maintenance Technician	1
11835	Bethlehem	Front Counter Representative	1
11835	Bethlehem	Construction & Maintenance Technician	1
11835	Bethlehem	Marketing & Advertising Coordinator	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	Supervisor, NOC	1
11835	Bethlehem	Small Business Account Executive	1
11835	Bethlehem	Systems Maintenance Technician	1
11835	Bethlehem	Productions Assistant	1
11835	Bethlehem	Broadband Technician	1
11835	Bethlehem	Customer Satisfaction Technician	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	Seasonal Direct Sales Representative	1
11835	Bethlehem	Headend & Hub Technician	1
11835	Bethlehem	Construction & Maintenance Technician	1
11835	Bethlehem	Supervisor, NOC	1
11835	Bethlehem	Enterprise Account Executive	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	Mgr, Change Management	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	NOC Technician	1
11835	Bethlehem	Direct Sales Representative	1
11835	Bethlehem	Small Business Account Executive	1
11835	Bethlehem	Problem Manager	1
11835	Bethlehem	Small Business Account Executive	1
11835	Bethlehem	Marketing & Community Relations Coordinator	1
11835	Bethlehem	Network Support Technician	1
11835	Bethlehem	Senior Network Engineer/Project Manager	1
11835	Bethlehem	SQL Server Database Administrator	1
11835	Bethlehem	Sr. IT Network Engineer	1
11835	Bethlehem	Assoc Product Manager	1
11835	Bethlehem	Systems Maintenance Technician	1
11835	Bethlehem	Systems Maintenance Technician	1
11835	Bethlehem	Headend & Hub Technician	1
11835	Bethlehem	Dispatcher	1
11835	Bethlehem	Systems Maintenance Technician	1
11835	Bethlehem	Systems Maintenance Technician	1
11835	Bethlehem	Commercial Universal Agent	4
11835	Bethlehem	Customer Care Advocates	42
11835	Bethlehem	Lead Customer Care Advocate	1
11835	Bethlehem	Chat Agents	2
		Total	109

FCC Annual Report							
Lehigh Valley							
Recruitment Sources Utilized for Vacancies Filled - 76.1702(b)(2)							
July 15, 2021 - July 14, 2022							
Name of Source	Address	City	State	Zip	Phone	email	Contact Name
Astound/RCN Website - Careers Page	650 College Road East	Princeton	NJ	08540	425-217-4200	Tracy.Brutcher@astound.com	Tracy Brutcher
Astound/RCN Employee Referral Program	650 College Road East	Princeton	NJ	08540	425-217-4200	Tracy.Brutcher@astound.com	Tracy Brutcher
Astound/RCN Internal Job Posting - Internal Candidate	650 College Road East	Princeton	NJ	08540	425-217-4200	Tracy.Brutcher@astound.com	Tracy Brutcher
RCN Channel 4	7249 Airport Road	Bath	PA	18014	610-443-2909	Rick.geho@astound.com	Rick Geho
RCN Former Employees - Rehires	2124 Ave. C	Bethlehem	PA	18017	610-419-2722	Bryan.Jung@astound.com	Bryan Jung
Contractors	7250 Airport Road	Bath	PA	18015	610-443-2910	Rick.geho@astound.com	Rick Geho
2022 Career Quest Job Fair	2411 PA-715	Tannersville	PA	18372	570-620-2850 x327	mekmccel@ptd.net	Mary Volney
Moravian College Job Fair	221 W Locust St	Bethlehem	PA	18018	610-625-7874	hannap@moravian.edu	Pat Murray Hanna
Morning Call Career Fair	Coca Cola Park	Allentown	PA	18109	484-226-7226	lguth@mccl.com	Lisa Guth
LCCC Career Fair	4900 Education Park Drive	Schnecksville	PA	18078	610-799-1090	cmoyer@lccc.edu	Tina Moyer
Professional Referrals	2124 Ave. C.	Bethlehem	PA	18017	610-419-2722	Bryan.Jung@astound.com	Bryan Jung
RCN - Job openings filer - Customer lobby	2124 Avenue C	Bethlehem	PA	18017	610-419-2722	Bryan.Jung@astound.com	Bryan Jung
Indeed.com Job Postings (via Buyer Advertising)	online				781-635-9398	mnugent@buvetrads.com	Matthew Nugent
Pa Career Link / UC Job Postings	555 Union Blvd	Allentown	PA	18109	610-419-2722	Bryan.Jung@astound.com	Bryan Jung
LinkedIn Job Posting	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
LCCC Cougar Claw (Symplicity) Job Posting	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
SCTE Job Posting	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
ZipRecruiter Job Postings (via Buyer Advertising)	online				781-635-9398	mnugent@buvetrads.com	Matthew Nugent
Jobs2Careers Job Postings (via Buyer Advertising)	online				781-635-9398	mnugent@buvetrads.com	Matthew Nugent
Monster Job Postings (via Buyer Advertising)	online				781-635-9398	mnugent@buvetrads.com	Matthew Nugent
Appcast Xcelerate (via Buyer Advertising)	online				781-635-9398	mnugent@buvetrads.com	Matthew Nugent
Facebook/Twitter/Instagram	online				610-443-2868	Kimberly.Helwig@astound.com	Kimberly Helwig
Digital Board	7th St/Rte 145	Whitehall	PA	18052	610-443-2868	kim.helwig@rcn.net	Kim Helwig
Digital Board	Rte 378/Black River Road	Bethlehem	PA	18015	610-443-2868	kim.helwig@rcn.net	Kim Helwig
Digital Board	Rte 22 at I-78	Wescosville	PA	18106	610-443-2868	kim.helwig@rcn.net	Kim Helwig
Digital Board	I-78 at Rte 412	Hellertown	PA	18015	610-443-2868	kim.helwig@rcn.net	Kim Helwig
Digital Board	Hill to Hill Bridge	Bethlehem	PA	18018	610-443-2868	kim.helwig@rcn.net	Kim Helwig
Digital Board	American Parkway at Front St.	Allentown	PA	18102	610-443-2868	kim.helwig@rcn.net	Kim Helwig
Digital Board	Rte 22 at Lehigh River Bridge	Whitehall	PA	18052	610-443-2868	kim.helwig@rcn.net	Kim Helwig
Digital Board	Rte 22 at 25th Street	Easton	PA	18042	610-443-2868	kim.helwig@rcn.net	Kim Helwig
TV Commercials					610-443-2868	kim.helwig@rcn.net	Kim Helwig
Eastern PA Home Show	Agriplex	Allentown	PA	18104	610-443-2868	kim.helwig@rcn.net	Kim Helwig
PA1 Call Safety Day	Agriplex	Allentown	PA	18104	610-443-2868	kim.helwig@rcn.net	Kim Helwig
AfricanAmericanHires.com (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
AllGBTJobs.com (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
AsianHires.com (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
VeteranJobs.net (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
DisabilityJobs.net (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
LatnoJobs.org (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
OverFiftyJobs.com (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
NativeJobs.org (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
WeHireWomen.com (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung
DiversityJobs.com (via Circa)	online				610-419-2722	Bryan.Jung@astound.com	Bryan Jung

Outreach Efforts		Sponsor	Date	Description		
Northampton Community College Lineworker Employer Day		Northampton Community College	10/14/2021	Interactive panel discussion to provide students with valuable insight in the types of jobs available in the industries and what our company looks for when hiring.		
Northampton Community College Lineworker Employer Day		Northampton Community College	5/12/2022	Interactive panel discussion to provide students with valuable insight in the types of jobs available in the industries and what our company looks for when hiring.		
Whitehall High School Virtual Career Expo		Whitehall High School	4/11/2022	Run an advertisement on RCN Channel 4 in Lehigh Valley and Channel 8 in Delaware County sharing open positions and general advertisement to have candidates go to RCN.com - careers and apply for open positions of interest		
RCN Channel 4 / Channel 8		RCN	Ongoing	RCN Employee Referral Program to incent employees to help identify candidates and support diversity in hiring		
Employee Referral Program		RCN	Ongoing	SCTE Training to covers the knowledge needed to install and troubleshoot triple play services (voice, video, and data) for residential cable telecommunications customers. It includes customer service, troubleshooting, test equipment, measurements and service restoration related to industry-wide standards and practices, as well as instruction in the latest technologies, such as MoCA, IPv6, and digital home technology.		
Technical Training		RCN	Ongoing	SCTE Training to certify proficiency in the subject matter related to the RF distribution of signals. All aspects of the network from the optical node to the distribution tap are included in the certification curriculum.		
Technical Training		RCN	Ongoing	Defensive Driver Course - Defensive driver training - 8 classes - 8 hours for the National Safety Council DDC		
Technical Training		RCN	Jun-20	21-Jul Office Safety		
Safety Training (assigned)		RCN	21-Aug	Back to School- Driver's Safety		
			21-Sep	Basic First Aid		
			21-Oct	2021 Basic Fire Prevention		
			21-Nov	Fall Back into Safe Driving Habits		
			21-Dec	Preparing for Winter Weather-2021		
			22-Feb	Electrical Safety		
			22-Mar	Situational Awareness		
			22-Apr	Bloodborne Pathogens		
			22-May	Severe Weather		
			22-Jun	Heat Illness Awareness and Prevention		
			22-Jul	Animal Awareness		
			22-Jul	5G & 5G Home Internet		
			22-May	Affordable Connectivity Program (ACP) Update		
			21-Aug	Disney-ESPN Contract Dispute		
			21-Oct	Eero Pro 6		
			22-Jun	Facility Visitor Policy 6.3.22		
			21-Jul	Google 2-Step Verification		
			22-Jun	PCI Breach - What Should You Do? 6.3.22		
			22-Jun	PCI Employee Computer Usage Policy 6.3.22		
			22-Jun	PCI Employee Policy 6.3.22		
			22-Jun	PCI Security Awareness Training and 6 Policy Review		
			22-Jun	PCI Training Policy 6.3.22		
			21-Sep	Phishing Prevention 2021		
			21-Sep	Rate Event Fall 2021		
			22-Jun	Tips for Creating a Strong Password 6.3.22		
			Ongoing	1.1. Meeting Managerial Responsibilities (Management Essentials Interactive Manual)		
Employee Training (assigned)		RCN				

	Ongoing	1.2 Communicating Effectively (Management Essentials Interactive Manual)		
	Ongoing	1.3 Building Work Relationships (Management Essentials Interactive Manual)		
	Ongoing	1.4: Leading Others (Management Essentials Interactive Manual)		
	Ongoing	2.1: Setting the Stage for Excellent Performance (Management Essentials Interactive Manual)		
	Ongoing	2.2: Clarifying Expectations and Observing Performance (Management Essentials Interactive Manual)		
	Ongoing	2.3: Coaching and Providing Balanced Feedback (Management Essentials Interactive Manual)		
	Ongoing	2.4: Dealing with Challenging Performance Situations (Management Essentials Interactive Manual)		
	Ongoing	3.1: Managing Time and Priorities (Management Essentials Interactive Manual)		
	Ongoing	3.2: Solving Problems (Management Essentials Interactive Manual)		
	Ongoing	3.3: Resolving Conflicts (Management Essentials Interactive Manual)		
	Ongoing	3.4: Supervising Projects (Management Essentials Interactive Manual)		
	Ongoing	4.1: Interviewing and Selecting Employees (Management Essentials Interactive Manual)		
	Ongoing	4.2: Developing Employee Skills (Management Essentials Interactive Manual)		
	Ongoing	4.3: Developing a Team (Management Essentials Interactive Manual)		
	Ongoing	4.4: Building a Positive Work Climate (Management Essentials Interactive Manual)		
	Ongoing	Coaching and Mentoring		
	Ongoing	Accelerate		
	Ongoing	Active Listening: A Practical Approach		
	Ongoing	Active Violence Prevention, Preparedness, and Response Overview		
	Ongoing	Adding Goals in UKG		
	Ongoing	Advanced Google Mail and Calendar		
	Ongoing	Advantages of Writing Your Performance Review		
	Ongoing	Alvaria Overview		
	Ongoing	Alvaria Via Overview		
	Ongoing	AskLexi Admin training		
	Ongoing	Assign Training on AskLexi (Admins only)		
	Ongoing	Astound Market Areas		
	Ongoing	Astound TV - Internet Based TV (Care Training)		
	Ongoing	Astound TV+		
	Ongoing	Astound TV+ DSR's Customer Training FAQ Document Only		
	Ongoing	Astound TV+ DSR's Customer Training with Q&A		
	Ongoing	Astound TV+ for IPTV-Technical		
	Ongoing	Be Productive Workshop		
	Ongoing	BOLT - Grande Phone Manager		
	Ongoing	BOLT RT - Introduction		
	Ongoing	Business Solutions - East Coast Sales New Hire - April22		
	Ongoing	Business Solutions: Account Manager ICOMS Audit		
	Ongoing	Business Solutions: Sold MRC Allocations		
	Ongoing	Business Solutions: AWS Direct Connect		
	Ongoing	Business Solutions: Business TV		
	Ongoing	Business Solutions: Business Wi-Fi		
	Ongoing	Business Solutions: Business Wi-Fi Tech (Meraki)		
	Ongoing	Business Solutions: Business Wi-Fi Tech Ops		
	Ongoing	Business Solutions: Enterprise and GEWS Accounts Ownership Guidelines		
	Ongoing	Business Solutions: Enterprise Hosted Voice UCaas Alignment		
	Ongoing	Business Solutions: Ethernet Overview		
	Ongoing	Business Solutions: GeoMarketView Overview		
	Ongoing	Business Solutions: Hosted Voice Overview		
	Ongoing	Business Solutions: Internet Overview		
	Ongoing	Business Solutions: MACD Process		
	Ongoing	Business Solutions: Marketing Overview		
	Ongoing	Business Solutions: MS Azure ExpressRoute Overview		
	Ongoing	Business Solutions: NIMS OSP Viewer 2		
	Ongoing	Business Solutions: Pitch and Discovery Using the Product Family		

Ongoing	Business Solutions: Poly CCX 500 & CCX 600 Phones		
Ongoing	Business Solutions: Product Overview		
Ongoing	Business Solutions: Rules of Engagement		
Ongoing	Business Solutions: SD-WAN Basic Troubleshooting		
Ongoing	Business Solutions: SD-WAN Installation Tech Ops Field Guide		
Ongoing	Business Solutions: SD-WAN Overview		
Ongoing	Business Solutions: SMB UCaaS (Hosted Voice)		
Ongoing	Business Solutions: Sugar Complete Overview		
Ongoing	Business Solutions: Virtual Office (Early Adopter Program)		
Ongoing	Business Solutions: Wavelength Overview		
Ongoing	Business WiFi - Meraki Dashboard		
Ongoing	Call Center Address Request		
Ongoing	Browsing Safely		
Ongoing	Conflict Resolution Styles		
Ongoing	COVID Assistance Program Update FYI		
Ongoing	Create/Update Email Signature in Gmail		
Ongoing	Creating Goals using the Franklin Covey Method		
Ongoing	Credential Harvesting Attack (Vishing 2)		
Ongoing	Delivering Constructive Criticism		
Ongoing	Discussing and Selling: Whole Home WiFi powered by eero and eero Secure+		
Ongoing	DSR Onboarding Checklist (Example)		
Ongoing	Eisenhower Matrix/Franklin Covey		
Ongoing	Email and Phishing		
Ongoing	Engage Your Multi-Generational Workforce, Today! Workshop		
Ongoing	eNPS Training		
Ongoing	Evolution eBox as Stand-Alone STB		
Ongoing	Excel Essentials Guide		
Ongoing	Getting Started: Google Drive		
Ongoing	Getting Things Done Context Overview		
Ongoing	Getting Things Done: Horizons of Focus		
Ongoing	Google - Drive Genius Card		
Ongoing	Google - Using Google Drive		
Ongoing	Google Drive: Essential Overview		
Ongoing	Google: Mobile		
Ongoing	Google: Shared Accounts		
Ongoing	Great Managers Help People Hone Their Strengths		
Ongoing	GROW Your Employees		
Ongoing	Having the Sales Conversation - IPTV		
Ongoing	How it Works: Cable Modem		
Ongoing	How it Works: Cable Plant Overview		
Ongoing	How it Works: DIA		
Ongoing	How it Works: GPON (Fiber to the X)		
Ongoing	How it Works: Wave G		
Ongoing	How it Works: Wi-Fi Overview		
Ongoing	How to Complete the Performance Evaluation for Employees		
Ongoing	How to Get Your Gmail Inbox Under Control		
Ongoing	HR Macro Attack (Vishing 3)		
Ongoing	ICOMS - Data User (DU) Screen		
Ongoing	ICOMS - Cable & Data Installation		
Ongoing	ICOMS - Change an Existing Work Order		
Ongoing	ICOMS - Credit Check		
Ongoing	ICOMS - Find an Account		
Ongoing	ICOMS - Following Up on Open-Work Orders (DSRs)		
Ongoing	ICOMS - Identify Tech Progress		
Ongoing	ICOMS - Identify Tech Progress		

	Ongoing	ICOMS - Logging Into ICOMS		
	Ongoing	ICOMS - Look Up an Account (Dispatch)		
	Ongoing	ICOMS - Phone Installation (Video)		
	Ongoing	ICOMS - Ported Phone Installation		
	Ongoing	ICOMS - Pull Up Equipment in Detail Screen		
	Ongoing	ICOMS - Taking a Cash Payment		
	Ongoing	ICOMS - Transfer an Account to a New Address		
	Ongoing	ICOMS & BOLT Overview		
	Ongoing	ICOMS Full Training Manual-Grande		
	Ongoing	ICOMS View Only		
	Ongoing	ICOMS View-Only Cheat Sheet		
	Ongoing	ICOMS View-Only Guide		
	Ongoing	Improving Self Awareness		
	Ongoing	Increasing Your Happiness		
	Ongoing	Influencer Foundations: Coaching and Training Peers		
	Ongoing	Influencer Foundations: Critical Thinking & Problem Solving		
	Ongoing	Influencer Foundations: Utilizing the 5 Conflict Resolution Styles		
	Ongoing	IPTV - Product Overview - SEI		
	Ongoing	IPTV Features-Demo		
	Ongoing	IPTV Introduction - Sales and Front Counter		
	Ongoing	IPTV Overview		
	Ongoing	Leadership and Influence		
	Ongoing	Let's sell: 5 Fundamental Tips for Knocking		
	Ongoing	Let's Sell: Email and Voicemail Templates (Business Solutions)		
	Ongoing	Let's Sell: Powering the Connected Home (Residential Product)		
	Ongoing	Let's Sell: The Marketing & Sales Funnel		
	Ongoing	Let's Sell: The Six Components of a Sale (Commercial)		
	Ongoing	Luzerne County Launch		
	Ongoing	Management Essentials		
	Ongoing	Managing Workplace Anxiety		
	Ongoing	Merlin Feature Overview		
	Ongoing	Micro Lesson: Being Intentional		
	Ongoing	Microsoft Excel 2010 ? Manipulating Text		
	Ongoing	Microsoft Excel 2010: Managing Worksheets		
	Ongoing	Netgear Nighthawk Pro Gaming Wi-Fi Overview		
	Ongoing	Netgear Nighthawk Pro Gaming Wi-Fi Overview		
	Ongoing	No Contact Installs-Technical		
	Ongoing	Performance Management Tips: Beginning the Conversation During the Performance Review Meeting		
	Ongoing	Performance Management: Goal Setting		
	Ongoing	Performance Review 5 Tier Rating System		
	Ongoing	Prioritizing Tasks Using Franklin Prioritization		
	Ongoing	Product Focus: eero Secure+		
	Ongoing	Quit Wasting Time! Refresh your Meetings to Be Short and on Task		
	Ongoing	Rate Adjustment 2020 / 2021		
	Ongoing	Rate Event Fall 2021		
	Ongoing	Reallogic Instructions Sheet		
	Ongoing	ReQLogic: Logging in and submitting an expense report		
	Ongoing	Resetting Passwords on AskLexi (Admins only)		
	Ongoing	Retention 101		
	Ongoing	Retention Part 1: Saving the Day		
	Ongoing	Retention Part 2: Say Yes to the BEST		
	Ongoing	Rules of Engagement Update		
	Ongoing	Rules of Engagement v1.4		

	Ongoing	Seasonal Automation ServiceNow Overview			
	Ongoing	SMART Goals (microlearning)			
	Ongoing	SMB Rate Event Fall 2021			
	Ongoing	Snapshot: Rate Event 2021			
	Ongoing	Social Engineering			
	Ongoing	Social Engineering Red Flags			
	Ongoing	Social Engineering Red Flags: Social Networks			
	Ongoing	Sonos - Whole Home Audio Solution			
	Ongoing	Stress Management			
	Ongoing	Sugar Assessment			
	Ongoing	Swapping, Picking Up, and Shipping Equipment			
	Ongoing	Teamwork and Team Building			
	Ongoing	Telework and Telecommuting			
	Ongoing	Temporary Line Identification			
	Ongoing	Tidbits from Tori - Alavaria Launch			
	Ongoing	Tips for Creating a Strong Password 6.3.22			
	Ongoing	TiVo Stream 4K - Sales and Retail			
	Ongoing	TiVo Stream 4K and Sling TV			
	Ongoing	Truth in Billing (Residential Customers)			
	Ongoing	UKG Pro Employee Record			
	Ongoing	UKG Pro Navigation Overview			
	Ongoing	UKG Pro Training for Employees			
	Ongoing	UKG Pro Training for Leadership			
	Ongoing	UKG Time & Attendance Training for Employees			
	Ongoing	UTA- Wave Quick Guide on how to Punch In/Out on Mobile App			
	Ongoing	Utility Essements and You			
	Ongoing	Virtual Office Early Adopter Program Presentation			
	Ongoing	Vishing Awareness			
	Ongoing	Welcome to Google Workspace			
	Ongoing	Wellbeing and Resilience Workshop			
	Ongoing	Wildfire Smoke, Air Quality Index, and Respirator Training			
	Ongoing	WorkAssure Mobile Updates			
	Ongoing	WOW Conversion Basics			
	Ongoing	WOW Update and Review			
	Ongoing	WOW: Getting Off to a Great Start - DC			
	Ongoing	You Are the Shield			
	Ongoing	Safe Tire Chain Use			
	Ongoing	Attendance Policy - RCN			
	Ongoing	Benefits Enrollment Receipt & Acknowledgment			
	Ongoing	Code of Business Conduct (Course & Quiz)			
	Ongoing	CPNI (Course and Quiz)			
	Ongoing	Drug and Alcohol Acknowledgment Form			
	Ongoing	Drug and Alcohol Policy			
	Ongoing	Employee Handbook			
	Ongoing	Employee Passport			
	Ongoing	Federal Tax Form (W4)			
	Ongoing	I-9			
	Ongoing	New Employee Passport Survey: First Week			
	Ongoing	New Hire Demographics Form			
	Ongoing	PA Market - COBRA Policy			
	Ongoing	PA Market - Driving Check and Release from Liability			

		Ongoing	PA Market - HIPPA Policy		
		Ongoing	PA Market - RCN Vehicle Policy		
		Ongoing	PA Market - Workers Compensation Notice		
		Ongoing	PA Market: New Hire Orientation 2022		
		Ongoing	Sexual Harassment and Other Forms of Harassment Document		
		Ongoing	Slamming/Cramming		

FCC Applicant Source Report - 76.1702(b)(4)
July 15, 2021 through July 14, 2022

**Lehigh Valley
Employment Unit
11835**

	Staffing Agencies		RCN Employee Referral Program		RCN Internal Job Posting		CareerBuilder .com		Monster.com		Astound.com/RCN.com		Job Fairs/College Career Fair/College Recruiter		Radio/TV Advertising		Former Astound/RCN Employees		Window Banners (Payment Center)	
	A P #	I n t e r n e t w e s	A P #	I n t e r n e t w e s	A P #	I n t e r n e t w e s	A P #	I n t e r n e t w e s	A P #	I n t e r n e t w e s	A P #	I n t e r n e t w e s	A P #	I n t e r n e t w e s	A P #	I n t e r n e t w e s	A P #	I n t e r n e t w e s	A P #	I n t e r n e t w e s
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Warehouse Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Broadband Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct Sales Representative	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct Sales Representative	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Broadband Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Broadband Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct Sales Representative	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Front Counter Representative	7	2	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction & Maintenance Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Change Management Control Analyst	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct Sales Representative	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct Sales Representative	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Enterprise Account Executive	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct Sales Representative - Part Time	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Recruiter	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Broadband Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Front Counter Representative	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction & Maintenance Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Front Counter Representative	1	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction & Maintenance Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Marketing & Advertising Coordinator	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Supervisor, NOC	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Small Business Account Executive	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Systems Maintenance Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Productions Assistant	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Broadband Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Customer Satisfaction Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Seasonal Direct Sales Representative	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Headend & Hub Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Construction & Maintenance Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Supervisor, NOC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Enterprise Account Executive	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Mgr. Change Management	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NOC Technician	1	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Direct Sales Representative	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Small Business Account Executive	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0

FCC Annual Report
Lehigh Valley
Source Recruitment Evaluation - 76.1702(b)(4)
July 15, 2021 through July 14, 2022

Referral Type	# of Applicants	# of Interviewees
Staffing Agencies	22	2
RCN Employee Referral Program	126	55
RCN Internal Job Posting	99	56
CareerBuilder .com	43	12
Monster.com	6	2
RCN.com	138	25
Job Fairs/College Career Fair/College Recruiter	16	7
Radio/TV Advertising	14	0
Former RCN Employees	20	8
Window Banners (Payment Center)	1	0
Appcast	267	50
Indeed.com	2371	370
Word of Mouth	41	13
Billboard	16	3
ZipRecruiter	48	8
LinkedIn	79	20
Channel 4	1	0
Social Media (Facebook, Twitter, Instagram)	179	25
Professional Job Board	4	2
Professional/Business Referral	9	2
Veterans Job Board	1	1
Newspaper	6	0
Post Card Mailer	27	6
State Job Board	10	0
Glassdoor	8	0
Lensa	1	1
Craigslist	1	0
TOTAL	3554	668