

**EEO Public File Report**  
**Employment Unit ID 1277**  
**Lincoln County - Newport, OR**  
**FCC Year July 15, 2022 through July 14, 2023**

**Total # of Full-Time Vacancies Filled During Period: 2**

**Total # People Interviewed for Full-Time Vacancies During Period: 8**

<b>Requisition Number</b>	<b>Posting Title</b>	<b>Source</b>	<b># Of Interviews</b>	<b># of Hires</b>
BROAD007063	Broadband Technician	Astound Career Board - External and Internal	1	1
		Indeed	2	
		Appcast	4	
		Company Vehicle Advertisement	0	
		Cross Channel Advertisement (TV Spot)	0	
		Circa - General Outreach	0	
UGGRO006790	Underground Groundman	Employee Referral	1	1
		Astound Career Board - External and Internal	0	
		Indeed	0	
		Appcast	0	
		Company Vehicle Advertisement	0	
		Cross Channel Advertisement (TV Spot)	0	
		Circa - General Outreach	0	
			<b>8</b>	<b>2</b>

**FCC Annual Report  
Unit 1277- Newport, OR  
Recruitment Sources Utilized for Vacancies Filled - 76.1702(b)(2)  
July 15, 2022 - July 14, 2023**

<b>Source</b>	<b>Contact and Email</b>	<b>Address</b>	<b>Telephone</b>	<b>Entitled to Notifications</b>
Astound Career Board - External and Internal	Adilene Scarborough Adilene.Scarborough@astound.com	3700 Monte Villa Parkway, Suite 200 Bothell, WA 98021	425.217.4000	No
Circa - AfricanAmericanHires.com	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - ALLGBTJobs.com	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - AsianHires.com	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - VeteranJobs.net	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - DisabilityJobs.net	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - LatinoJobs.org	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - OverFiftyJobs.com	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No

Circa - NativeJobs.org	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - WeHireWomen.com	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - DiversityJobs.com	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - WorkSource WA Job Board	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - General Outreach	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - Outreach to Employment Security Department State (ESDS): Oregon	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - LocalJobNetwork.com	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - OregonJobNetwork	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No
Circa - OregonDiversity	Joseph Irizarry joe.irizarry@mitratech.com Info@circaworks.com	1000 N Water St Suite 1200 Milwaukee, WI 53202	800.984.3775	No

Company Vehicle Advertisement	Vanessa Perry vanessa.perry@astound.com Astound Broadband Company Vehicles have advertisements, they drive within each market. <a href="https://www.astound.com/about-us/careers/">https://www.astound.com/about-us/careers/</a>	650 College Rd E Suite 3100, Princeton, NJ 08540	609.452.2543	No
Social Media Outreach; Facebook, Twitter, Instagram	Julie Thomas julie.thomas@astound.com Rebecca Hornak rebecca.hornak@astound.com www.facebook.com	1 Hacker Way Menlo Park, CA 94025	650-308-7300	No
Appcast - BuyerAds Postings	Colleen Kelly ckelly@buyerads.com	175 Highland Ave, Needham, MA 02494	857.404.0891	No
Cross Channel Advertising (TV Spot)	Vanessa Perry vanessa.perry@astound.com 15 second spots running on our cable channel line-up in each market		609.452.2543	No

**Wave Division Holdings, LLC. dba Astound Broadband**

**Unit 1277- Newport, OR**

**FCC General Recruitment Report 76.1702(b)(3)**

**July 15, 2022 through July 14, 2023**

<b>Outreach Efforts</b>	<b>Sponsor</b>	<b>Date</b>	<b>Description</b>
Employee Referral Program	Astound Broadband	Ongoing	Company referral program to incentivize employees to help identify candidates and support diversity in hiring.
AskLexi Learning Resource Program	Astound Broadband	Ongoing	Astound has an online company learning resource, ASKLexi, where we provide educational training courses that enable unit personnel the opportunity to acquire skills that could qualify them for higher level positions within the multichannel video programming distributor employment industry. Some offered trainings include, but are not limited to, career and employment development, Diversity Equity and Inclusion training, Equal Employment Opportunity training, personal/professional development, and skillsets in areas such as operations, technical, sale, leadership, business, safety/compliance, sales, product knowledge, etc. We supply employees with on-demand training modules available to foster career growth opportunities and provided the opportunity to participate in training based on development goals and interests, as well as assigned training based on the role within the organization.
Social Media Outreach	Astound Broadband	Ongoing	Astound posts positions and general community outreach to our various company social media pages, such as Instagram, Twitter, LinkedIn, and more, that allows employees and those interested in career opportunities within the multichannel video programming distributor employment industry to share information, job postings, and general career opportunities.
Employee Training Program	Astound Broadband	Ongoing	Astound designed ongoing mentoring programs with training to enable unit personnel to acquire skills that could qualify them for higher level positions within the multichannel video programming distributor employment industry. We supply employees with online and in-person training modules available to foster career growth opportunities. Some offered mentoring trainings include, but are not limited to, personal development, professional development, customer service, leadership, soft skills, technical, business, safety and compliance, sales, product knowledge, and more. Employees are assigned training based on the role within the organization, as well as opportunity to participate in training based on development goals.
NCTI Certification and Training Program	NCTI & Astound Broadband	Ongoing	Astound partners with Jones NCTI (National Cable Training Institute) to provide employees with various industry trainings and certification(s). The Jones NCTI's are designed to further grow employees into industry professionals by helping them attain skillsets and knowledge needed for the job at hand, for building future careers, and for pursuing skillsets within the multichannel video programming distributor industry. Courses and certifications provided are focused around Technical Operations, 5G & Wireless, Customer Care, Leadership, General Education, Master Installer, Service Technician, System Technician, Master Technician (Customer Premises and HFC Networks), and Senior Master Technician to name a few. Focusing on skillsets and knowledge on Fiber Testing, Fiber Maintenance, Fiber Activation, WiFi, Installation, Trouble-shooting, Voice and Data Networks, Broadband, Digital, Modems, Computers, Business Services, Advanced skills, and more depending on training.
Company Vehicle Advertisements	Astound Broadband	Ongoing	Astound Broadband has company vehicles with advertisements, they drive within each market to increase brand awareness and career opportunities at Astound. <a href="https://www.astound.com/about-us/careers/">https://www.astound.com/about-us/careers/</a>
Tuition Reimbursement Scholarship Program	Astound Broadband	Ongoing	Astound provides internal employees with a tuition reimbursement-scholarship program designed to assist students interested in pursuing a career in multichannel video programming communications. We advertise this program to the general community and candidate pools.
ModelExpand x Astound Inclusive Hiring Training Series	ModelExpand & Astound Broadband	June 20, 22nd & 27th, 2023	Partnered with ModelXExpand to provide training to Astound management level personnel as to methods of ensuring equal employment opportunity and preventing discrimination.
Hosted Astound Virtual Career Fair	Astound Broadband	March 8th, 2023	Astound Broadband organized and hosted a virtual career fair for all open positions in our west coast states to expand our candidate pool and
Hosted Astound Virtual Career Fair	Astound Broadband	October 22nd, 2022	Astound Broadband organized and hosted a virtual career fair for all open positions in our west coast states to expand our candidate pool and
General Outreach to Goodwill Industries Job Connection -	Circa on behalf of Astound Broadband	7/16/2022	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Benton County Veteran Services	Circa on behalf of Astound Broadband	7/16/2022	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Oregon National Guard	Circa on behalf of Astound Broadband	7/30/2022	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to VA Portland Health Care System	Circa on behalf of Astound Broadband	7/23/2022	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to WorkSource Oregon - Benton Workforce Development Center	Circa on behalf of Astound Broadband	7/16/2022	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to WorkSource Oregon - Community Services Consortium	Circa on behalf of Astound Broadband	7/16/2022	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to WorkSource Oregon - Florence	Circa on behalf of Astound Broadband	7/16/2022	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Boys & Girls Aid	Circa on behalf of Astound Broadband	3/16/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Catholic Charities of Portland	Circa on behalf of Astound Broadband	1/8/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Home Forward	Circa on behalf of Astound Broadband	1/30/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Immigrant and Refugee Community Organization (IRCO)	Circa on behalf of Astound Broadband	2/3/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Next - Youth Program	Circa on behalf of Astound Broadband	3/24/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Transition Projects	Circa on behalf of Astound Broadband	3/9/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to TRICE Occupational Consulting Solutions, LLC	Circa on behalf of Astound Broadband	1/12/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Matt Dishman Community Center	Circa on behalf of Astound Broadband	4/18/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Commission for the Blind	Circa on behalf of Astound Broadband	1/4/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Community Access Services	Circa on behalf of Astound Broadband	1/4/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Incight	Circa on behalf of Astound Broadband	1/13/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Oregon Dept of Human Services Vocational Rehabilitation	Circa on behalf of Astound Broadband	1/21/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.

General Outreach to United Cerebral Palsy of Oregon and Southwest Washington	Circa on behalf of Astound Broadband	1/6/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Val Ogdan Center	Circa on behalf of Astound Broadband	1/26/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Vocational Rehabilitation	Circa on behalf of Astound Broadband	2/9/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Vocational Rehabilitation - Beaverton	Circa on behalf of Astound Broadband	2/4/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Vocational Rehabilitation - Clackamas	Circa on behalf of Astound Broadband	1/25/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Vocational Rehabilitation - Milwaukie	Circa on behalf of Astound Broadband	1/18/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Central City Concern	Circa on behalf of Astound Broadband	1/11/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Portland Metropolitan Workforce Training Center	Circa on behalf of Astound Broadband	1/27/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Easterseals Oregon	Circa on behalf of Astound Broadband	1/15/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Incsys - Power4Vets	Circa on behalf of Astound Broadband	1/6/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to P3 Army Readiness Specialist - Oregon / Washington -Western	Circa on behalf of Astound Broadband	5/31/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Partners In Careers	Circa on behalf of Astound Broadband	2/6/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to U.S. Department of Veterans Affairs - Portland Regional Office	Circa on behalf of Astound Broadband	3/10/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Washington County Veteran Services	Circa on behalf of Astound Broadband	2/1/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to WorkSource Oregon - Columbia County One-Stop	Circa on behalf of Astound Broadband	1/5/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to YWCA Clark County	Circa on behalf of Astound Broadband	1/7/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Worksystems	Circa on behalf of Astound Broadband	2/16/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Center For Administering Rehabilitation and Employment Services (CARES)	Circa on behalf of Astound Broadband	2/20/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to CASA Latina	Circa on behalf of Astound Broadband	2/5/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Edmonds College - Career Action Center	Circa on behalf of Astound Broadband	2/6/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Disabled American Veterans - Tumwater #41	Circa on behalf of Astound Broadband	2/4/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Lacey Veterans Services Hub	Circa on behalf of Astound Broadband	2/6/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to WorkSource Cowlitz/Wahkiakum	Circa on behalf of Astound Broadband	2/4/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Vocational Rehabilitation - McMinnville	Circa on behalf of Astound Broadband	5/10/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Vocational Rehabilitation - North Salem Branch Office	Circa on behalf of Astound Broadband	5/7/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to State of Oregon Vocational Rehabilitation Division - South Salem	Circa on behalf of Astound Broadband	5/5/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to WorkSource Oregon - Woodburn - Marion County	Circa on behalf of Astound Broadband	5/10/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to WorkSource Oregon - Yamhill Center	Circa on behalf of Astound Broadband	5/10/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.
General Outreach to Willamette Education Service District	Circa on behalf of Astound Broadband	5/6/2023	Circa and Astound Broadband partnered to conduct outreach to various organizations servicing underrepresented peoples and communities.

Amend

Print



# EEO Form 396-C

File No.: CBL0010352

Filing Status: **Ready for Review**

## 1277

Reference  
Copy  
OMB Control  
No. 3060-1033

### General Information

**FCC Registration Number (FRN)**

0016778524

**Filing Year**

2023

**Employment Unit ID (EUID)**

1277

### Section I - Identifying Information

**Has the identifying information associated with this EUID changed?**

No

**Operator Legal Name**

WAVEDIVISION VII, LLC

**Operator Address 1**

3700 Monte Villa Parkway

**Operator City**

BOTHELL

**Operator state**

OR

**Operator Zip Code**

98021

**State of Employment Office**

OR

**County of Employment Office**

Lincoln

**Application Purpose**

New Program Report

**Supplemental Investigation Sheet (SIS) Required**

false

**Category of Respondent**

Six (6) or more full-time employees during the selected reporting period

**Reporting Period Start Date**

2022-07-15

**Reporting Period End Date**

2023-07-14

### Section II - Community Information

**PSID**

**Communities**

000200

OR0191, OR0535, OR0035, OR0034, OR0051,  
OR0184, OR0030

## Section III - EEO Policy and Program Requirements

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### Complied with outreach provisions

Yes

### Disseminated widely EEO Program

Yes

### Contacted multiple sources of applicants

Yes

### Offered promotions in nondiscriminatory manner

Yes

### Sought out entrepreneurs in a nondiscriminatory manner

Yes

### Analyzed the results of efforts to recruit hire promote and use services

Yes

### Defined responsibility of management

Yes

### Conducted continuing program to exclude prejudice

Yes

### Conducted continuing review of job structure

Yes

## Section IV - Additional Information

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### Exhibit 3 (Optional)

Newport, OR Unit 1277 - FCC 2023.xlsx

## FCC FORM 396-C -- Supplemental Investigation Sheet PART I - PART I - Employee Job Descriptions

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## PART II - Inquiries Concerning EEO Program and Practices

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## PART III - EEO Public File Report

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## Exhibits

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### Exhibit 3 (Optional)

Newport, OR Unit 1277 - FCC 2023.xlsx

## Certifications

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I certify that to the best of my knowledge, information and belief, all statements contained in this filing are true and correct. WILLFUL FALSE STATEMENTS ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (U.S. CODE, TITLE 18, SECTION 1001), AND/OR REVOCATION OF ANY STATION LICENSE OR CONSTRUCTION PERMIT (U.S. CODE, TITLE 47, SECTION 312(a)(1)), AND/OR FORFEITURE (U.S. CODE, TITLE 47, SECTION 503).

## Certifier Information

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### Certifying Official Name and Signature

Amy Atkins

### Certifying Official Title

VP Human Resources

**Certifying Official Phone**

903-805-5855

**Certifying Official Email**

amy.atkins@astound.com

**Certifying Date Signed**

2023-09-28