

**EEO Public File Report**  
**Service Electric Cable TV Inc.**  
**Bethlehem PA 18017**  
**October 1, 2020 - September 30, 2021**  
**VACANCIES**  
**EEO Unit No. 4860**

<i>Number of positions</i>	<i>Position Title</i>	<i>Recruitment Sources Used</i>	<i>Total # Interviewed</i>	<i>Number Hired</i>
27	Customer Service Rep	Internal posting/Employee Referral	10	7
		Indeed	41	15
		Service Electric Cable TV Website	8	3
		PA CareerLink	0	0
		Facebook Jobs	0	0
		RFM Services Inc	2	2
1	Marketing Manager	Internal posting/Employee Referral	4	0
		Indeed	6	1
		Service Electric Cable TV Website	0	0
4	Installer/Technician	Internal posting/Employee Referral	3	2
		Indeed	0	0
		Service Electric Cable TV Website	4	2
		PA CareerLink	0	0
2	Factory Assistant/Pay TV	Internal posting/Employee Referral	1	1
		Indeed	0	0
		Service Electric Cable TV Website	1	1

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**RECRUITMENT SOURCES**  
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<b>Recruitment Source</b>	<b>Contact</b>	<b>Entitled to Notification</b>
Facebook Jobs	facebook.com	No
Indeed	indeed.com	No
PA Career Link/Lehigh Valley	careerlinklehighvalley.org 610-437-0741	No
ZipRecruiter	ziprecruiter.com	No
Handshake - College Recruiting/Internship	joinhandshake.com	No
- Cedar Crest College	joinhandshake.com	No
- DeSales University	joinhandshake.com	No
- Lafayette College	joinhandshake.com	No
- Lehigh University	joinhandshake.com	No
- Moravian University	joinhandshake.com	No
- Muhlenberg College	joinhandshake.com	No
- Northampton Community College	joinhandshake.com	No
Northampton Community College Line Worker Training Program	Mike Millhouse - Assistant Mgr.- Construction Dept 610-972-1058	No
Service Electric Cable TV, Inc. Website	Chris Kunkle, HR - kunklec@sectv.com	No
Local Access/ Origination Cable Channel 2/50	Ryan Kelly - 610-972-2747	No
Open Positions posted in our lobby for customer viewing (Bethlehem, PA, Allentown, PA, Wilkes Barre, PA)	Chris Kunkle, HR - kunklec@sectv.com	No
Employee Referral	Various	No
Mailed In Resumes	Various	No
Walk-In Applicants	Various	No
RFM Services Inc	Fred Mcilvenny	No

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**LONG TERM INITIATIVES**  
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<b>Date</b>	<b>Initiative</b>	<b>Description</b>	<b>Personnel Involved</b>
Ongoing	Employee training	Installer/Tech Training	Christopher Kelly
Ongoing	Employee Training	Safety Training	Christopher Kelly/Third Party
Ongoing	Recruiting	Internships through local colleges	Chris Kunkle/Ryan Kelly
Season/All home games	Sponsorship/Community Outreach	Phantom's Hockey PPL Center, 7th & Hamilton Sts, Allentown, PA	Brendan Gery
Season/All home games	Sponsorship/Community Outreach	IronPigs Baseball Coca-Cola Park, Allentown, PA	Brendan Gery
10/17/2020	Community Outreach	Making Strides Against Breast Cancer Walk Bethlehem, PA	Chris Kunkle
8/5 - 8/15/2021	Sponsorship/Community Outreach/Recruiting	Musikfest Bethlehem, PA	Brendan Gery
9/1 - 9/6/2021	Sponsorship/Community Outreach/Recruiting	The Great Allentown Fair Allentown, PA	Brendan Gery
9/18 - 9/22/2021	Sponsorship/Community Outreach	Apple Days Burnside Plantation, Bethlehem, PA	Brendan Gery
9/18 - 9/26/2021	Sponsorship/Community Outreach	85th Annual Lehigh Valley Amateur Golf Tournament Green Pond Country Club, Bethlehem, PA	Steve Salash
9/21/2021	Recruiting	Lehigh Valley Job Fair Lehigh Valley Mall, Whitehall, PA	Chris Kunkle