

EEO Public File Report
Service Electric Cable TV Inc.
Bethlehem PA 18017
October 1, 2021 - September 30, 2022
VACANCIES
EEO Unit No. 4860

Number of positions	Position Title	Recruitment Sources Used	Total # Interviewed	Number Hired
5	Customer Service Rep	Internal posting/Employee Referral	2	2
		Indeed	4	0
		Service Electric Cable TV Website	2	2
		PA CareerLink	0	0
		Walk-in	2	1
1	Accounting Assistant	Internal posting/Employee Referral	1	0
		Indeed	9	1
		Service Electric Cable TV Website	0	0
		Handshake (posted to Northampton Community College)	0	0
1	Computer Programmer/Analyst	Internal posting/Employee Referral	0	0
		Indeed	3	1
		Service Electric Cable TV Website	0	0
		Handshake (posted to Cedar Crest College, Moravian Univ, Lafayette College, DeSales Univ and Lehigh Univ)	0	0
		ZipRecruiter	0	0
1	System Administrator	Internal posting/Employee Referral	3	0
		Indeed	11	1
		Service Electric Cable TV Website	1	0
		ZipRecruiter	3	0
1	Sales Representative	Indeed	3	0
		Service Electric Cable TV Website	1	1

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RECRUITMENT SOURCES
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Recruitment Source	Contact	Entitled to Notification
Indeed	indeed.com	No
PA Career Link/Lehigh Valley	careerlinklehighvalley.org 610-437-5627	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
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
Lobby Posting/Yard Signs (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

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LONG TERM INITIATIVES
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Date	Initiative	Description	Personnel Involved
4/20/2022	Job Fair	Delaware Valley Regional High School Job Fair	Rosa Miranda, Customer Service Supervisor
4/27 - 4/28/2022	State Industry Conference	BCAP Cable Academy	Chris Kelly, Engineering Mgr - panel participant Various employees - attendees
Ongoing	Internship Program	DeSales University (1 intern) Moravian University (1 intern) Penn State University (1 intern)	Chris Kunkle, HR Director Ryan Kelly, GM SEN
Ongoing	Employee training	Installer/Tech Training	Chris Kelly, Engineering Mgr
Ongoing	Employee Training	Safety Training	Safety Committee/Third Party
Season/All home games	Sponsorship/Community Outreach	Phantom's Hockey PPL Center, 7th & Hamilton Sts, Allentown, PA	Brendan Gery, Sales Manager
Season/All home games	Sponsorship/Community Outreach	IronPigs Baseball Coca-Cola Park, Allentown, PA	Brendan Gery, Sales Manager
10/16/2021	Community Outreach	Making Strides Against Breast Cancer Walk Bethlehem, PA	Chris Kunkle, HR Director
12/22/2021	Community Outreach	Hispanic Center of the Lehigh Valley	Craig Brady, Manager of Voice Services
6/23 - 6/26/2022	Sponsorship/Community Outreach	US Senior Open Saucon Valley Country Club, Bethlehem, PA	Steve Salash, Marketing Director
8/4 - 8/14/2022	Sponsorship/Community Outreach/Recruiting	Musikfest Bethlehem, PA	Brendan Gery, Sales Manager
8/31 - 9/5/2022	Sponsorship/Community Outreach/Recruiting	The Great Allentown Fair Allentown, PA	Brendan Gery, Sales Manager
9/17 - 9/19/2022	Sponsorship/Community Outreach	Apple Days Burnside Plantation, Bethlehem, PA	Brendan Gery, Sales Manager
9/17 - 9/25/2022	Sponsorship/Community Outreach	85th Annual Lehigh Valley Amateur Golf Tournament Green Pond Country Club, Bethlehem, PA	Steve Salash, Marketing Director