

EEO PUBLIC FILE REPORT

This Report covers full-time vacancy recruitment data for the period:

January 23, 2018 – January 22, 2019

- 1) Employment Unit:** Beasley Media Group – Morristown/Dover, NJ
- 2) Unit Members (Stations and Communities of License):** WDHA-FM Dover, NJ
WMTR(AM) Morristown, NJ

3) EEO Contact Information for Employment Unit:

Mailing Address:	Telephone Number: 973-538-1250
55 Horsehill Road Cedar Knolls, NJ 07927	Contact Person/Title: Robin J. Carter/Traffic Manager/Office Manager
	E-mail Address: Robin.Carter@bbgi.com

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

Job Title	Recruitment Source Referring Hire
(a) Account Executive	Indeed.com
(b) Promotions Coordinator	Internal Posting
(c) On-Air	Internal Posting

5) Job Title: Account Executive **Referral Source(s) of Hires:** Indeed.com

Source*	Contact	Address	Phone #	# of interviewees referred
Internal Posting	Office Manager	55 Horsehill Rd. Cedar Knolls, NJ 07927	973-538-1520	3
Employee Referral				1
WDHA/WMTR Website	Sales Manager	www.wdhafm.com www.wmtram.com	732-249-2600	1
Posting at Affiliated Stations – WMGQ/WCTC	WMGQ/WCTC Office Manager	78 Veronica Ave. Somerset, NJ 08873	732-249-2600	
Posting at Affiliated Stations – WRAT/WJRZ	WRAT/WJRZ Office Manager	1731 Main Street Lake Como, NJ 07719	732-681-3800	

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New Jersey Broadcasters Association(see attached)	Terrie Knight	www.njba.com /Broadcast 1 Source 348 Applegate Rd., Monroe, NJ	609-860-0111	1
NYMRAD	Deb Beagan	New York Market Radio Assn. 125 West 55th Street, 21st Floor New York, NY 10019	646-254-4493	
All Access.com		N/A	N/A	
Indeed.com		N/A	N/A	1
NJ Ad Club.com	Pat Hanley	info@njadclub.org		

5) Job Title: Promotions Coordinator Referral Source(s) of Hires: Internal Posting

Source*	Contact	Address	Phone #	# of interviewees referred
Internal Posting	Office Manager	55 Horsehill Rd. Cedar Knolls, NJ 07927	973-538-1520	8
Employee Referral				
WDHA/WMTR Website	Sales Manager	www.wdhafm.com www.wmtram.com	732-249-2600	1
Posting at Affiliated Stations – WMGQ/WCTC	WMGQ/WCTC Office Manager	78 Veronica Ave. Somerset, NJ 08873	732-249-2600	
Posting at Affiliated Stations – WRAT/WJRZ	WRAT/WJRZ Office Manager	1731 Main Street Lake Como, NJ 07719	732-681-3800	
New Jersey Broadcasters Association(see attached)	Terrie Knight	www.njba.com /Broadcast 1 Source 348 Applegate Rd., Monroe, NJ	609-860-0111	
NYMRAD	Deb Beagan	New York Market Radio Assn. 125 West 55th Street, 21st Floor New York, NY 10019	646-254-4493	
Indeed.com		N/A	N/A	3
NJ AD CLUB		N/A	N/A	

5) Job Title: On-Air Referral Source(s) of Hires: Internal Posting

Source*	Contact	Address	Phone #	# of interviewees referred
Internal Posting	Office Manager	55 Horsehill Rd. Cedar Knolls, NJ 07927	973-538-1250	7
Employee Referral				

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WDHA Website	Sales Manager	www.wdhafm.com	973-538-1250	
Posting at Affiliated Stations – WMGQ/WCTC	WMGQ/WCTC Office Manager	78 Veronica Ave. Somerset, NJ 08873	732-249-2600	1
Posting at Affiliated Stations – WRAT/WJRZ	WRAT/WJRZ Office Manager	1731 Main Street Lake Como, NJ 07719	732-681-3800	2
NYMRAD	Deb Beagan	New York Market Radio Assn. 125 West 55th Street, 21st Floor New York, NY 10019	646-254-4493	
BBGI.COM		N/A	N/A	
All Access.com		N/A	N/A	2
Indeed.com		N/A	N/A	1

6) **Total # of Interviewees Referred:** For the period from January 23, 2018 – January 22, 2019 this Employment Unit interviewed 32 interviewees for full-time job vacancies.

7) Supplemental Recruitment Initiatives.

A. Initiative: Career Fairs and Events

On 3/9/18, The Senior VP/Regional Market Manager was a table host at the Etiquette Luncheon for The School of Business at CUNY. He was on a panel to discuss tips for lunch/dinner meeting etiquette. If your office visit or interview includes a lunch or dinner, that should be considered as part of the interview, and not just as a casual occasion. Therefore, it is very important to observe very proper table manners.

On 9/5/18, the Employment Unit attended Caldwell University Job Fair in Caldwell, NJ. Prospective employees and interns were provided with information regarding available Beasley Media NJ job/intern openings. Resumes were accepted and questions regarding career opportunities and the application process were answered.

B. Initiative: School/Community Tours

Scout Tours are a 30 minute, general overview of the various departments within the radio station. The Scouts are given a tour of the radio station to see how the equipment operates, learn how on-air personalities prepare for an air shift, and observe how different departments work together to keep a radio station running. Specific duties of each department are discussed. Also, the scouts are given the opportunity to record hear themselves on the radio on the ride home.

WDHA/WMTR hosted Scout Tours on : No requests this year – will promote this opportunity

C. Internship Program - On-going (1/23/18-1/22/19)

WDHA-FM / WMTR-AM run an ongoing internship program that is advertised on the station websites and through notifications and internship fairs with local colleges. Internships are offered in

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Promotions with opportunities to explore other departments such as On-Air, Production, and Sales. All internships stress hands-on involvement with the relevant departments.

During the reporting period the following colleges have had or currently have interns at WDHA-FM / WMTR-AM: Centenary University, Drexel University, Montclair State University, Seton Hall University, Stonehill College, Quinnipiac University, and William Patterson University. **Approximately 8 interns worked with the stations during the reporting period.**

D. Initiative: EEO outreach announcements

From 01/23/18 through 1/22/19, the station regularly aired EEO outreach announcements on behalf of the NJBA. Vacancies during the same period were sent to various organizations throughout the state using the NJBA EEO1 source notification list.

EEO Distribution List**

Agency Name	Unit Name	Address	Contact
A R Miller & Associates	Morristown,NJ	40 Park Place Newton New Jersey-07860	Job Placement
Active Personnel Inc.	Morristown,NJ	2001 Route 46 East Suite 310 Parsippany New Jersey-07054	M. Butkus
Adecco Staffing	Morristown,NJ	67 Whippany Road Whippany New Jersey-07981	Jason Dushinka
Adecco Staffing	Morristown,NJ	10 Lanidex Plaza W. First Floor Parsippany New Jersey-07054	Bertrand Prehu
Amaya Management Corp	Morristown,NJ	217 E. Main Street	Job Placement

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		Rockaway New Jersey-07866	
Andrew Personnel	Morristown,NJ	107 W. Main Street Clinton New Jersey-08809	David Decker
AppleOne	Morristown,NJ	2001 Route 46 East Parsippany New Jersey-07054	Job Placement
Baker Personnel of Morris County	Morristown,NJ	28 Bloomfield Ave Pine Brook New Jersey-07058	Personnel Services
Baron Personnel Services	Morristown,NJ	101 Gibraltar Drive Morris Plains New Jersey-07950	Baron Personnel
Beasley Media Group	Morristown,NJ	78 Veronica Ave Somerset New Jersey-08902	Jennifer Alexander-Mettlen
Benchmark Staffing	Morristown,NJ	849 Clifton Ave. Suite H Clifton New Jersey-07013	Job Placement

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Berkeley College - Garret Mountain Campus	Morristown,NJ	44 Rifle Camp Road West Paterson New Jersey-07424	Job Placement
Berkeley College - Paramus Campus	Morristown,NJ	64 East Midland Ave. Paramus New Jersey-07652	Job Placement
Berkely College - Woodbridge Campus	Morristown,NJ	430 Rahway Ave. Woodbridge New Jersey-07095	Job Placement
Cannon Personnel	Morristown,NJ	115 Route 46 Suite B10 Mountain Lakes New Jersey-07046	Job Placement
Career Personnel - Val Thomas	Morristown,NJ	1259 US Hwy 46 East Parsippany New Jersey-07054	Personnel Services
Centenary College	Morristown,NJ	400 Jefferson Street Hackettstown New Jersey-07840	Job Placement
College of Saint Elizabeth	Morristown,NJ	2 Convent Road Morristown New Jersey-07960	M. Cannarella

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County College of Morris	Morristown,NJ	Career Srvs & Cooperative Ed/CCM 214 Center Grove Road Randolph New Jersey-07869	Career Services
Dover Business College - Dover Campus	Morristown,NJ	15 E. Blackwell Street Dover New Jersey-07801	Job Placement
Dover Business College - Paramus	Morristown,NJ	E. 81 Route 4 West Paramus New Jersey-07652	Job Placement
Drew University	Morristown,NJ	36 Madison Ave. Madison New Jersey-07940	Paul Laure
Express Personnel	Morristown,NJ	Galleria 10 2569 Route 10 Morris Plains New Jersey-07950	Job Placement
Fairleigh Dickinson - Madison Campus	Morristown,NJ	285 Madison Ave. Madison New Jersey-07940	Cathy Love
Gibbs College - Montclair Campus	Morristown,NJ	50 Church Street Montclair	Debbie Dwyre

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		New Jersey-07042	
Hart Personnel, Inc.	Morristown,NJ	225 Baldwin Road Parsippany New Jersey-07054	Debbie Hart
Kelly Services	Morristown,NJ	140 Littleton Road Parsippany New Jersey-07054	Job Placement
Lakeland Personnel, Inc.	Morristown,NJ	1302 Prince Rogers Ave. Bridgewater New Jersey-08807-6798	Job Placement
Manpower	Morristown,NJ	400 Morris Ave. Suite 244 Denville New Jersey-07834	Job Placement
Manpower Professional	Morristown,NJ	Octagon 10 Office Center 1719 Route 10, Suite 125 Parsippany New Jersey-07054	Job Placement
New Career Personnel Services	Morristown,NJ	364 Parsippany Road Suite 12B Parsippany New Jersey-07054	Job Placement
New Jersey Broadcasters Association	Morristown,NJ	348 Applegarth Road	Paul Rotella

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		Monroe Township New Jersey-08831	
On-Set Personnel, Inc.	Morristown,NJ	10 N. Main Street Wharton New Jersey-07885	Job Placement
Pomerantz Staffing	Morristown,NJ	1375 Plainfield Ave. Watchung New Jersey-07069	Gary Pomerantz
Randstad	Morristown,NJ	1 Gatehall Drive Parsippany New Jersey-07054	Randstad Recruitment
State of New Jersey Labor Dept.	Morristown,NJ	206 High Street Newton New Jersey-07860	Job Placement
Statewide Recruitment Services, Inc.	Morristown,NJ	366 Passaic Ave. Nutley New Jersey-07110	Cheryl Biafore
Statewide Staffing, Inc.	Morristown,NJ	366 Passaic Ave. Nutley New Jersey-07110	Michele Cianci
Telesearch Staffing Solutions	Morristown,NJ	Pella Plaza, Suite 201	Beth Farrell

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		3025 Route 10 East Morris Plains New Jersey-07950	
The Assurance Group	Morristown,NJ	730 Broad Street Clifton New Jersey-07013	Job Placement
The Assurance Group	Morristown,NJ	One South Main Street Wharton New Jersey-07885	Job Placement
The Cittone Institute	Morristown,NJ	1697 Oak Tree Lane Edison New Jersey-08820	Job Placement
Volt Services Group	Morristown,NJ	100 Misty Lane Parsippany New Jersey-07054	Job Placement
William Paterson University	Morristown,NJ	Morrison Hall 300 Pompton Road Wayne New Jersey-07470	Sodigi Karibi-Whyte
www.mediagignow.com	MediaGigNow.com	717 Green Valley Road Suite 200 Greensboro North Carolina-27408	MediaGigNow.com

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*No organizations have requested notice of WMTR/WDHA job vacancies.

†The Employment Unit distributes notice to the recruitment sources on this list variously by email and fax using the EEO 1 Source service provided to members of the New Jersey Broadcasters Association.