

# **EEO PUBLIC FILE REPORT**

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

February 1, 2019 to January 31, 2020

Employment Unit Location: Hackettstown, New Jersey/WRNJ-AM

EEO Contact Information of Employment Unit:

Mailing Address:	Telephone Number:
WRNJ Radio	908-850-1000
P.O. Box 1000	Contact Person:
Hackettstown, NJ 07840	Norman Worth
	e-mail address:
	nworth@wrnj.com

WRNJ is an Equal Opportunity Employer

**WRNJ(AM)**  
**EEO PUBLIC FILE REPORT**  
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**I. VACANCY LIST**

See Section II, the “ Master Recruitment Source List” (“MRSL”) for recruitment source data

<b>Job Title</b>	<b>Recruitment Sources (“RS”) Used to Fill Vacancy</b>	<b>RS Referring Hiree</b>
<b>Office Manager</b>	22	22

**WRNJ(AM)**  
**EEO PUBLIC FILE REPORT**

February 1, 2019 – January 31, 2020

**II. MASTER RECRUITMENT SOURCE LIST (“MRSL”)**

<b>RS Number</b>	<b>RS Information</b>	<b>Source Entitled to Vacancy Notification? (Yes/No)</b>	<b>No. of Interviewees Referred by RS Over Reporting Period</b>
1.	Centenary University Career Services 600 Jefferson Street, Hackettstown, NJ 07840 908-852-1400 Contact: Joshua Walker <a href="http://www.centenaryuniversity.edu">www.centenaryuniversity.edu</a>	No	3
2.	County College of Morris Career Services Route 10 Center Grove Road, Randolph, NJ 973-328-5000 Contact: Albert Foderaro	No	0
3.	Warren County Community College 475 N.J. 57, Washington, New Jersey 07882 908-835-9222 Contact: Dr. Will Austin, President	No	2
4.	The Express Times 30 North 4 <sup>th</sup> Street, Easton, Pa. 18044 610-258-7171 Contact: Erin Schmitt	No	0
5.	Lehigh University Center for Journalism Coppee Hall, 33 Coppee Drive, Bethlehem, Pennsylvania 18015 610-758-3000 Contact: Jack Lule	No	0
6.	Moravian College, Placement Services 1200 Main Street, Bethlehem, Pa. 18015 610-861-1920 Contact: Placement Officer	No	0

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7.	Morris County Hispanic American Chamber 122 Village Drive, Morristown, NJ 973-818-2666 Contact: Reynaldo Caudillo	No	0
8.	Kean University 1000 Morris Avenue, Union, New Jersey 07083 908-737-5326 Contact: Sigfredo Carrion	No	0
9.	National Association of Broadcasters 1771 N. Street, N.W., Washington, D.C.20036 202-429-5900 Contact: Employment Clearing House	No	0
10.	New Jersey Broadcasters Association 348 Applegarth, Road, Monroe Township, NJ 609-860-0111 Contact: Job Placement	No	0
11.	New Jersey State Employment Services of Warren County 75 South Main Street, Phillipsburg, NJ 08865 908-859-0400 Contact: Karen Kapral	No	0
12.	Rutgers University Career Center 106 Somerset Street, 4 <sup>th</sup> Floor, New Brunswick, NJ. 08908 848-932-7997 Contact: Carol Young	No	0

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13.	The College of New Jersey Roscoe West Library Room 102, 2000 Pennington Road, Ewing, NJ 609-771-2861 Contact: Career Placement	No	0
14.	The Hackettstown Business Improvement District <a href="http://www.hackettstownbid.com">www.hackettstownbid.com</a> Contact: Jim Sheldon	No	0
15.	Hackettstown Life Employment Website <a href="http://www.hackettstownlife.com">www.hackettstownlife.com</a>	No	1
16.	Hackettstown High School 599 Warren Street Hackettstown, NJ Contact: Dr. David Mango Superintendent	No	1
17.	Linked-In <a href="http://www.linkedin.com">www.linkedin.com</a>	No	0
18.	WRNJ on air Solicitation	No	0

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19.	WRNJ Website	No	0
20.	Word-of Mouth Referral	No	1
21.	WRNJ Facebook Page	No	0
22.	Promotion From within Employment Unit	No	1

Total Interviewees Over the Reporting Period	9
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**III. RECRUITMENT INITIATIVES**

	<b>Type of Recruitment Initiative</b>	<b>Brief Description of Activity</b>
1.	Internship Program	<p>WRNJ's internship program is designed to help members of the community acquire skills necessary for successful broadcast employment. During this reporting period WRNJ hosted the following:</p> <p>Centenary University-3 student interns.</p> <p>Warren County Community College- 1 student intern</p> <p>Hackettstown High School – 1 student intern</p> <p>Interns were supervised by the WRNJ News Director, the Afternoon News Anchor, On-Air Announcers, and a WRNJ Account Executive.</p> <p>Interns were provided an opportunity to explore each job responsibility at WRNJ. During the internship each intern was given practical experience in the career area of their choice.</p>

2.	Station Tour	Station Tours were conducted for The following groups: <ol style="list-style-type: none"><li>1. Centenary University 12 Students in a Communications Club (March 2019)</li><li>2. Chester Stevens Elementary School- Mount Olive: 6 Students in Communications Module (May, 2019)</li></ol>
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