

2009

EMPLOYEES

NUMBER OF FULL TIME EMPLOYEES	20
HOURS OF FULL TIME EMPLOYEES	40 PER WEEK
NUMBER OF PART TIME EMPLOYEES	2
HOURS OF PART TIME EMPLOYEES	15-20 PER WEEK
PERCENTAGE OF WOMEN EMPLOYEES	60%
PERCENTAGE OF MINORITY EMPLOYEES	95%

2009 HIREES

<u>NAME</u>	<u>POSITION</u>	<u>DATE OF HIRE</u>	<u>HIRING SOURCE</u>
AFRICAN AMERICAN/FEMALE	PRODUCER	9/15/2009	ALL ACCESS/REFERRAL
AFRICAN AMERICAN/MALE	TECHNICAL ASST	3/16/2009	INTERNSHIP PROGRAM

PRODUCER WAS INTERVIEWED BY TODD RONCZKOWSKI
TECHNICAL ASSISTANT WAS INTERVIEWED BY MELODY SPANN-COOPER

THERE WERE NO NEW SPEOPLE HIRED FOR 2009

MIDWAY BROADCASTING CORPORATION DID NOT ATTEND ANY JOB FAIRS IN 2009

MIDWAY BROADCASTING CORPORATION HAS A YEAR-ROUND INTERSHIP PROGRAM THERE IS SUPPORTING DOCUMENTATION IS ATTACHED

THE HIRING PROCESS

1. DETERMINE THE NEED FOR ADDITIONAL OR REPLACEMENT STAFF
2. PLACE AN AD ON-LINE, ON AIR OR ASK FOR EMPLOYEE REFERRALS
3. GATHER RESUMES AND DETERMINE THE BEST MATCH FOR THE POSITION
4. CONDUCT A TELEPHONE INTERVIEW
5. CONDUCT AN INITIAL FACE-TO-FACE INTERVIEW
6. REQUEST AND CONTACT ALL REFERENCES FROM CANDIDATE(S)
7. REQUEST SALARY HISTORY
8. CONDUCT A SECOND FACE-TO-FACE INTERVIEW
9. OFFER THE POSITION TO THE CANDIDATE