

## **FCC EEO Narrative and Initiatives**

The licensee of Facility ID 64639 Call letters KJLH is Taxi License Corporation (TLC). Taxi License Corporation is a subsidiary of Taxi Productions, Inc. (TPI) the operating company. TPI / TLC is 100% African American owned and operated.

The station is an equal opportunity employer and while we do not have a great deal of turn over with our staff, we actively pursue qualified candidates for positions as they become available.

The majority of staff is comprised of minorities, hired and recruited from the greater Los Angeles / Compton / Inglewood areas within the broadcast market. The current Manager is an African American Female that has held the position since 1989.

Our internship program has been placed on hold for the time being and will be re-introduced in conjunction with the Work Source – Inglewood One Stop Center that trains and compensates young members of the community. We will also revisit our internship perimeters and solidify the relationships with three local universities: Cal State University Dominguez Hill, California State University Northridge and Cal State University Los Angeles.

The qualifications and individual skill sets of prospective employees vary according to the position to be filled. The profile we look for in prospective employees remain as follows:

### General Qualifications

- Experience in the Broadcast Industry or related media experience
- Experience in the Los Angeles market; broadcasting, advertising or Related industry
- Experience in the open position / job
- Degree, certificate in the technical operation of equipment used in The execution / performance of the proposed job

### Specific Qualifications

- Strong work ethic (*references requested and vetted*)
- Professional demeanor and appearance
- Customer service oriented
- Strong communication skill set

### Individual Considerations

- Honest, integrity, high energy level
- Positive attitude, self-motivated
- Team player

With each hire we look to the individual employee to develop into a productive contributor to the company. It is our goal that the new hire bring their energy to the existing team of professionals

and grow in skill set and passion for the position. When possible, we try to promote from within, encouraging existing staff to learn about the company, business and industry as a whole.

## Outreach

When jobs become available we post openings on various platforms from trade / industry publications and professional outlets locally (Los Angeles County), regionally and nationally. Noting most platforms now use the internet as the vehicle for posting and distributing the job openings.

## Primary Platforms

Southern California Broadcasters Association (SCBA)  
California Broadcasters Association (YourCBA)  
Radio Ink  
All Access  
Media Staffing Network / Recruiter  
Zip Recruiter  
Radio Advertising Bureau  
[Careers@kjlhradio.com](mailto:Careers@kjlhradio.com)  
Referrals

## Hiring Process

Once a job opens up or a position is identified we review the job requirements, job description. Prepare an advertisement for the position that incorporates the necessary requirement and skill set. Then post the job opening on some of the primary platforms listed above.

- Collect resumes as received from advertisement. Merge with appropriate resumes received from unsolicited sources.
- Review collection of resumes for position. Evaluate against job requirements and narrow down the candidates.
- Team review: Management team is invited to participate in the interviewing process and provide an assessment of the candidates.
- Agreement on selection of candidate for employment is secured
- Offer extended, negotiated and accepted, or rejected by candidate
- Upon hire the candidate is placed in a 90 day probationary period to determine probably of success
- Upon completion of the probationary period the employee receives full benefits of employment / position.

## Employment Unit Initiatives

- We actively participate in career days and job fairs as invited.
- We also use the public service announcements (PSA) to promote career days and job fairs of local businesses. Working once again with Work Source Los Angeles.
- We also post known jobs, job fairs on our website.
- We maintain a “careers” email address in conjunction with the website post to receive inquiries and resumes.
- We attempt to stay abreast of industry innovations and business updates through mandatory and voluntary on line training for staff

*Ex:* Kantola: Sexual Harassment, CoVid, Computer Safety and Cyber Security