

Amend

Print



EEO Form 396-C

File No.: CBL0016692

Filing Status: **Ready for Review**

12133

Reference Copy
OMB Control
No. 3060-1033

General Information

FCC Registration Number (FRN)

0016778524

Filing Year

2024

Employment Unit ID (EUID)

12133

Section I - Identifying Information

Has the identifying information associated with this EUID changed?

No

Operator Legal Name

WAVEDIVISION VII, LLC

Operator Address 1

3700 Monte Villa Parkway

Operator City

BOTHELL

Operator state

WA

Operator Zip Code

98021

State of Employment Office

OR

County of Employment Office

Marion

Application Purpose

New Program Report

Supplemental Investigation Sheet (SIS)**Required**

false

Category of Respondent

Six (6) or more full-time employees during the selected reporting period

Reporting Period Start Date

2023-07-15

Reporting Period End Date

2024-07-14

Section II - Community Information

PSID

011537

Communities

OR0291, OR0293, OR0295, OR0292, OR0294, OR0343, OR0342, OR0128, OR0129, OR0383, OR0197, OR0445, OR0524, OR0483, OR0100, OR0301, OR0097, OR0099, OR0101, OR0269, OR0302, OR0261, OR0469, OR0270, OR0396, OR0534, OR0371, OR0376, OR0228, OR0353, OR0400, OR0399, OR0401

Section III - EEO Policy and Program Requirements

Complied with outreach provisions

Yes

Disseminated widely EEO Program

Yes

Contacted multiple sources of applicants

Yes

Offered promotions in nondiscriminatory manner

Yes

Sought out entrepreneurs in a nondiscriminatory manner

Yes

Analyzed the results of efforts to recruit hire promote and use services

Yes

Defined responsibility of management

Yes

Conducted continuing program to exclude prejudice

Yes

Conducted continuing review of job structure

Yes

Section IV - Additional Information

Exhibit 3 (Optional)

Portland, OR Unit 12133 -FCC 2023-2024.xlsx -
Google Sheets.pdf

FCC FORM 396-C -- Supplemental Investigation Sheet PART I - PART I - Employee
Job Descriptions

PART II - Inquiries Concerning EEO Program and Practices

PART III - EEO Public File Report

Exhibits

Exhibit 3 (Optional)

Portland, OR Unit 12133 -FCC 2023-2024.xlsx -
Google Sheets.pdf

Certifications

I certify that to the best of my knowledge, information and belief, all statements contained in this filing are true and correct. WILLFUL FALSE STATEMENTS ON THIS FORM ARE PUNISHABLE BY FINE AND/OR IMPRISONMENT (U.S. CODE, TITLE 18, SECTION 1001), AND/OR REVOCATION OF ANY STATION LICENSE OR CONSTRUCTION PERMIT (U.S. CODE, TITLE 47, SECTION 312(a)(1)), AND/OR FORFEITURE (U.S. CODE, TITLE 47, SECTION 503).

Certifier Information

Certifying Official Name and Signature

Amy Atkins

Certifying Official Title

Vice President/Human Resources

Certifying Official Phone

903-805-5855

Certifying Official Email

amy.atkins@astound.com

Certifying Date Signed

2024-09-25

Wave Division Holdings, LLC. dba Astound Broadband
EEO Public File Report
Employment Unit ID 12133
FCC Year July 15, 2023 through July 14, 2024

Total # of Full-Time Vacancies Filled During Period: 21

Total # People Interviewed for Full-Time Vacancies During Period: 126

| Requisition Number | Posting Title | Source | # Of Interviews | # of Hires |
|--|------------------------------------|--|-----------------|------------|
| BROAD007149 | Broadband Technician | LinkedIn | 0 | 0 |
| | | ZipRecruiter | 1 | 0 |
| | | Appcast | 6 | 1 |
| | | Astound Broadband Website - Careers Page | 1 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| BROAD007368 | Broadband Network Fiber Technician | Appcast | 2 | 1 |
| | | Astound Broadband Website - Careers Page | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| BROAD007659 | Broadband Technician | 3rd Party Agency | 1 | 0 |
| | | Employee Referral | 1 | 1 |
| | | Word of Mouth | 0 | 0 |
| | | Indeed | 0 | 0 |
| | | Appcast | 9 | 0 |
| | | Astound Broadband Website - Careers Page | 3 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| Company Vehicle Advertisement | 0 | 0 | | |
| MARKE007739 | Market Development Manager | Employee Referral | 1 | 0 |
| | | Indeed | 2 | 0 |
| | | Appcast | 1 | 0 |
| | | Astound Broadband Website - Careers Page | 3 | 1 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| Company Vehicle Advertisement | 0 | 0 | | |
| COMME007487 | Commercial Technician | 3rd Party Agency | 0 | 0 |
| | | Employee Referral | 2 | 0 |
| | | Cross Channel Advertisements | 0 | 0 |
| | | Indeed | 0 | 0 |
| | | Appcast | 0 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 1 | 1 |
| Astound Broadband Internal Posting | 1 | 0 | | |
| BROAD007655 | Broadband Technician | LinkedIn | 0 | 0 |
| | | Appcast | 11 | 1 |
| | | Astound Broadband Website - Careers Page | 1 | 0 |
| CONST007602 | Construction Technician | Indeed | 1 | 0 |
| | | Astound Broadband Website - Careers Page | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Appcast | 2 | 1 |
| ENTER008015 | Enterprise Account Executive | Employee Referral | 1 | 1 |
| | | Word of Mouth | 1 | 0 |
| | | ZipRecruiter | 0 | 0 |
| | | Indeed | 0 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Appcast | 1 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| Astound Broadband Website - Careers Page | 0 | 0 | | |
| BROAD007745 | Broadband Technician | 3rd Party Agency | 0 | 0 |
| | | Employee Referral | 5 | 1 |
| | | Professional Job Board | 1 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | ZipRecruiter | 1 | 0 |
| | | Indeed | 1 | 0 |
| | | Appcast | 6 | 0 |

| | | | | |
|-------------|-------------------------------------|--|----|---|
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 1 | 0 |
| BROAD007656 | Broadband Technician | Employee Referral | 1 | 1 |
| | | Appcast | 11 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 1 | 0 |
| FIELD007026 | Field Deployment Technician | 3rd Party Agency | 1 | 0 |
| | | Employee Referral | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Appcast | 1 | 1 |
| DIREC007621 | Direct Sales Representative | Company Vehicle Advertisement | 0 | 0 |
| | | Employee Referral | 1 | 1 |
| | | Appcast | 7 | 0 |
| | | Astound Broadband Website - Careers Page | 1 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| DIREC007658 | Direct Sales Representative | Employee Referral | 1 | 0 |
| | | Appcast | 3 | 1 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 4 | 0 |
| REGIO008010 | Regional Manager Business Solutions | Employee Referral | 2 | 1 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 0 | 0 |
| | | Indeed | 0 | 0 |
| SUPER007461 | Supervisor, Broadband Technician | Employee Referral | 2 | 1 |
| | | Indeed | 1 | 0 |
| | | Appcast | 1 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 0 | 0 |
| | | Astound Broadband Internal Posting | 2 | 0 |
| MANAG007537 | Manager, Construction | Employee Referral | 1 | 1 |
| | | ZipRecruiter | 0 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Appcast | 2 | 0 |
| DIREC007819 | Direct Sales Representative | Employee Referral | 1 | 1 |
| | | Indeed | 0 | 0 |
| | | Appcast | 1 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 0 | 0 |
| CONST007976 | Construction Technician | Indeed | 1 | 1 |
| | | Appcast | 0 | 0 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 1 | 0 |
| DIREC007657 | Direct Sales Representative | Employee Referral | 1 | 0 |
| | | Appcast | 2 | 1 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 1 | 0 |
| ENTER007792 | Enterprise Account Executive | 3rd Party Agency | 1 | 0 |
| | | Employee Referral | 2 | 1 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 0 | 0 |
| | | Appcast | 1 | 0 |

| | | | | |
|--------------------|----------------------------|--|------------|-----------|
| BUSIN007863 | Business Account Executive | 3rd Party Agency | 2 | 1 |
| | | Company Vehicle Advertisement | 0 | 0 |
| | | Astound Broadband Internal Posting | 0 | 0 |
| | | Astound Broadband Website - Careers Page | 0 | 0 |
| | | Appcast | 1 | 0 |
| Grand Total | | | 126 | 21 |

Wave Division Holdings, LLC. dba Astound Broadband
FCC Annual Report
Employment Unit ID 12133
Recruitment Sources Utilized for Vacancies Filled - 76.1702(b)(2)
July 15, 2023 through July 14, 2024

| Source | Contact and Email | Address | Telephone | Entitled to Notifications |
|--|--|--|--------------|---------------------------|
| Astound Employee Referral | Rebecca Xo Rebecca.Xo@astound.com | 3700 Monte Villa Parkway, Bothell WA 98021 | 609-276-4105 | No |
| Astound Internal Job Posting | Rebecca Xo Rebecca.Xo@astound.com | 3700 Monte Villa Parkway, Bothell WA 98021 | 609-276-4105 | No |
| Astound Careers Website | Rebecca Xo Rebecca.Xo@astound.com | 3700 Monte Villa Parkway, Bothell WA 98021 | 609-276-4105 | No |
| Robert Half- Agency | Linda Nguyen Linda.Nguyen@roberthalf.com | 1401 I Street NW, Washington, DC 20005 | 202-998-8422 | No |
| People Solved- Agency | Thalia Marquez thalia.marquez@peoplesolved.com | PO BOX 2626, Allen, TX 75013 | 416-347-8052 | No |
| Indeed | Kyle Murphy Kylemurphy@indeed.com | 200 W 6th St, Floor 36, Austin, TX 78701 | 512-485-1899 | No |
| Company Vehicle Advertisement | Vanessa Perry vanessa.perry@astound.com | 650 College Rd. E, Suite 3100, Princeton, NJ 08540 | 609.452.2543 | No |
| Social Media Outreach; Facebook, Twitter, Instagram | Julie Thomas julie.thomas@astound.com Rebecca Hornak rebecca.hornak@astound.com www.facebook.com | 1 Hacker Way Menlo Park, CA 94025 | 650-308-7300 | No |
| Cross Channel Advertising (TV Spot) | Vanessa Perry vanessa.perry@astound.com | 650 College Rd. E, Suite 3100, Princeton, NJ 08540 | 609.452.2543 | No |
| Buyer | Colleen Kelly ckelly@buyerads.com | 175 Highland Ave, Needham, MA 02494 | 857-404-0891 | No |
| Zip Recruiter | Colleen Kelly ckelly@buyerads.com | 175 Highland Ave, Needham, MA 02494 | 857-404-0891 | No |
| Appcast | Colleen Kelly ckelly@buyerads.com | 175 Highland Ave, Needham, MA 02494 | 857-404-0891 | No |
| Monster | Colleen Kelly ckelly@buyerads.com | 175 Highland Ave, Needham, MA 02494 | 857-404-0891 | No |
| Talent | Colleen Kelly ckelly@buyerads.com | 175 Highland Ave, Needham, MA 02494 | 857-404-0891 | No |
| Adzuna | Colleen Kelly ckelly@buyerads.com | 175 Highland Ave, Needham, MA 02494 | 857-404-0891 | No |
| Talroo | Colleen Kelly ckelly@buyerads.com | 175 Highland Ave, Needham, MA 02494 | 857-404-0891 | No |
| Circa Mitratech* | Tyler Kaplan tyler.kaplan@mitratech.com | 1000 N Water St Suite 1200, Milwaukee, WI 53202 | 800-984-3775 | No |
| *All Astound vacancies are distributed by our external partner, Circa, on the following diverse job boards: AfricanAmericanHires.com, AILLGBTJobs.com, AsianHires.com, VeteranJobs.net, DisabilityJobs.net, LatinoJobs.org, OverFiftyJobs.com, NativeJobs.org, WeHireWomen.com, and DiversityJobs.com. Circa also posts all vacancies on all of their In-Network state diversity job boards, and distributes all job opportunities to local organizations that support a diverse set of community members. | | | | |

Wave Division Holdings, LLC. dba Astound Broadband
Employment Unit ID 12133
FCC General Recruitment Report 76.1702(b)(3)
July 15, 2023 through July 14, 2024

| Outreach Efforts | Participants | Date | Description |
|--|---|-------------------------|--|
| Astound Summer Internship Program | Astound Recruiters and DEI Team | 05/01/2024 - 08/01/2024 | Astound Intern program focused on providing college students intern opportunities in the MVPD industry. |
| Harassment Prevention and Respectful Workplace | Astound Employees | 10/23/2023 - 11/13/2023 | Online training on Harassment Prevention and Maintaining a Respectful Workplace for all employees. |
| Discrimination Prevention | Astound Employees | 10/23/2023 - 11/13/2023 | Training on preventing discrimination in the workplace. |
| Management Training Program | Astound Managers | 07/15/2023 - 07/14/2024 | Modeling inclusive Leadership for all managers |
| Management Training Program | Astound Managers | 03/29/2024 - 06/17/2024 | Online training on benefits of diversity for all managers |
| Astound Careers TV Commercials | Astound Marketing Team | 07/15/2023 - 07/14/2024 | TV Commercials promoting MVPD careers in our communities |
| Diversity, Equity and Inclusion | Astound Employees | 07/15/2023 - 07/14/2024 | Inclusive Leadership 3 Part Series, Live Cultural Conversations + recordings, ready-to-go Elearnings throughout the year |
| The Leadership Challenge Program | Astound Managers | 09/01/2023 - 12/1/2023 | Training programs designed to enable unit personnel to acquire skills that could qualify them for higher level positions |
| Management the Astound Way Program | Astound Managers and Above | 03/02/2024 - 07/14/2024 | Training programs designed to enable unit personnel to acquire skills that could qualify them for higher level positions |
| Employee Development Training | Astound Employees | 07/15/2023 - 07/14/2024 | Ongoing training all year in combination of Live training and ready-to-go eLearning |
| Management Development Training | Astound Managers | 07/15/2023 - 07/14/2024 | Ongoing training all year in combination of Live training and ready-to-go eLearning |
| Employee Training Program | Astound Employees | 07/15/2023 - 07/14/2024 | Astound supplies employees with online and in-person training modules available to foster career growth opportunities. Some offered mentoring trainings include, but are not limited to, personal development, professional development, customer service, leadership, soft skills, technical, business, safety and compliance, sales, product knowledge, and more |
| NCTI Certification and Training Program | Astound Broadband & Jones National Cable Training Institute | 07/15/2023 - 07/14/2024 | Astound partners with Jones National Cable Training Institute to provide employees with comprehensive industry trainings and certifications with Technical Operations, 5G & Wireless, Customer Care, Leadership, General Education, Master Installer, Service Technician, System Technician, Senior Master Technician |
| Company Vehicle Advertisements | All Astound Fleet Vehicles | 07/15/2023 - 07/14/2024 | Astound Broadband has company vehicles with advertisements, they drive within each market to increase brand awareness and career opportunities at Astound. https://www.astound.com/about-us/careers/ |
| Tuition Reimbursement Program | Astound Employees | 07/15/2023 - 07/14/2024 | Astound provides internal employees with a tuition reimbursement-scholarship program designed to assist students interested in pursuing a career in multichannel video programming communications. We advertise this program to the general community and candidate pools |
| CareerWork\$ Ready Hiring Event | Astound Talent Acquisition Team | 3/22/2024 | Astound Broadband participated in a CareerWork\$ Ready Hiring Event virtual career fair for all open positions to expand our candidate pool and outreach efforts |
| Hosted Astound Virtual Career Fair | Astound Talent Acquisition Team | 6/19/2024 | Astound Broadband organized and hosted a virtual career fair for all open positions to expand our candidate pool and outreach efforts |
| Hosted Astound Virtual Career Fair | Astound Talent Acquisition Team | 7/12/2024 | Astound Broadband organized and hosted a virtual career fair for all open positions to expand our candidate pool and outreach efforts |