KXAS is an Equal Opportunity Employer. Organizations that distribute information about employment opportunities to job seekers may request notices of full-time vacancies at NBC Owned Television Stations by completing and returning this form as instructed below. Please contact the station with any future changes in the general information below (e.g., contact person and e-mail address). Thank you!

Date: ________________________________

I. GENERAL INFORMATION (Please complete all sections.)

Name of Organization: ______________________________________________________________________________________

Address: ________________________________________________________________________________________________

City: ___________________ State: _______________ Zip Code: ________________

Telephone Number: ___________________ Fax Number: ___________________

E-mail Address: ________________

Name of Contact Person/Title: ______________________________________________________________________________

Type of Organization: ________________________________________________________________________________________

II. CATEGORIES OF JOB VACANCIES

Community organizations may request notice of all vacancies, or only those in specific categories. Please indicate what category(s) of job vacancy notices you would like to receive. (Please select your preferences.)

_____ All Job Vacancies        _____ Sales Workers
_____ Officials & Managers     _____ Craft Workers (Skilled)
_____ Professionals           _____ Operators (Semi-skilled)
_____ Technicians              _____ Laborers (Unskilled)
_____ Office & Clerical        _____ Service Workers

LEGAL NOTICE: The Federal Communications Commission (FCC) requires all stations to report the names of community organizations requesting job vacancy information plus the contact person, address and telephone number of each organization in an annual EEO Public File Report that will be made available to the general public in the station’s public inspection file and on its website. By requesting to be notified of job vacancies, you consent to the public disclosure of this information as required by the FCC.

Please return the completed form via e-mail, fax or regular mail to:

NBC4 Los Angeles – KNBC
100 Universal City Plaza, Bldg 2120
Universal City, CA 91608

E-mail: tips@nbcdnw.com. Phone: 800-232-KXAS
For Internal Use Only:
Date Received by Station: ___________ Name of Station Personnel Processing Info: ________________
Mode of Delivery: _____ E-mail _____ U.S. Mail _____ Fax _____ Telephone _____ Other
Primary Notification Selected for Vacancies: ___________________________
Cancellation of Notice Date: ___________ Contact Person for Cancellation: ________________________