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# *Withers Broadcasting Companies*

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## **dana communications**

302 South Poplar

(Please use P.O. Box 528 for US Mail Correspondence)

Centralia, IL 62801

*The radio stations WRXX-FM and WILY-AM are hiring for part-time board operators.*

- Board Operators are responsible for helping to get live broadcast events on and off the air from the studio location. Live broadcast events primarily include high school sports broadcasts and broadcasts from community events or local businesses.
- Board Operators ensure connection from the studio sound board to broadcasters on location is successfully made, that all commercials play as scheduled, and that a return to regularly scheduled programming is made at the conclusion of the broadcast.
- Hours are primarily weeknights, Saturdays and Saturday nights during high school sporting events for sporting events and during other on locations broadcasts on the stations housed at the 302 South Poplar, Centralia location. An average weeknight shift lasts approximately 3 hours, with Saturday games and/or tournament times typically having longer shifts. Normally the heaviest hours will be during the sports season from August – May, with much lighter summer schedules. However in Winter/Spring 2021, the changes in the schedules will require heavier hours in what might typically be lighter work schedules in a normal year.
- Applicants must be reliable, self-disciplined to show up on time, have reliable transportation to and from work, be comfortable with computers and technology. No previous job experience is required. Students are welcome to apply as long as they are 16 years of age or older.

*To apply, E-mail your resume or the application below to*

*[careers@mywithersradio.com](mailto:careers@mywithersradio.com)*

*or you may drop off a resume or pick up an application to drop off in person during business hours Monday – Friday. No phone calls please. Withers Broadcasting and Dana Communications are Equal Opportunity Employers.*

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THIS STATION IS AN EQUAL OPPORTUNITY EMPLOYER. THIS STATION SEEKS AND EMPLOYS QUALIFIED PERSONS IN ALL JOB CLASSIFICATIONS AND POSITIONS WITHOUT DISCRIMINATION ON THE BASIS OF RACE, RELIGION, SEX, NATIONAL ORIGIN, AGE OR DISABILITY. SUCH DISCRIMINATORY PRACTICES ARE SPECIFICALLY PROHIBITED BY LAW. IF YOU BELIEVE YOUR EQUAL EMPLOYMENT RIGHTS HAVE BEEN VIOLATED, YOU MAY CONTACT THE FEDERAL COMMUNICATIONS COMMISSION, THE FEDERAL EMPLOYMENT OPPORTUNITY COMMISSION, OR THE APPROPRIATE STATE OR LOCAL EEO AGENCY.

LAST NAME FIRST NAME M.I. SOCIAL SECURITY NUMBER

STREET ADDRESS CITY STATE ZIP CODE TELEPHONE NUMBER

ARE YOU 16 YEARS OF AGE OR OLDER? \_\_\_\_\_Y\_\_\_\_\_N POSITION BEING APPLIED FOR AVAILABLE START DATE

DO YOU HAVE A VALID DRIVERS LICENCE? \_\_\_\_\_Y\_\_\_\_\_N

DO YOU HAVE AN FCC RESTRICTED RADIO TELEPHONE OPERATOR PERMIT? \_\_\_\_\_Y\_\_\_\_\_N

ARE YOU LEGALLY ELIGIBLE FOR EMPLOYMENT IN THE U.S.? \_\_\_\_\_Y\_\_\_\_\_N

HAVE YOU EVER BEEN CONVICTED OF A FELONY RELATED TO YOUR ABILITY TO PERFORM IN THE JOB FOR WHICH YOU ARE APPLYING? \_\_\_\_\_Y\_\_\_\_\_N IF YES, PLEASE EXPLAIN. (CONVICTION RECORD IS NOT NECESSARILY A BAR TO EMPLOYMENT, RELEVANT FACTORS WILL BE EVALUATED.)

PLEASE SPECIFY YOUR KNOWLEDGE OF COMPUTER OPERATING SYSTEMS & SOFTWARE PROGRAMS, SUCH AS THE MICROSOFT OFFICE SUITE, ETC.

EMPLOYMENT HISTORY: LIST ANY AND ALL APPLICABLE JOB HISTORY

NAME OF EMPLOYER FROM MO/YR TO MO/YR POSITION HELD SUPERVISOR NAME REASON FOR LEAVING

NAME OF EMPLOYER	FROM MO/YR	TO MO/YR	POSITION HELD	SUPERVISOR NAME	REASON FOR LEAVING

LIST EDUCATION, TRAINING, CERTIFICATIONS AND EXPERIENCE RELEVANT TO THE POSITION APPLIED FOR:

I CERTIFY THAT THE STATEMENTS I HAVE MADE ARE TRUE TO THE BEST OF MY KNOWLEDGE AND I AUTHORIZE THE LICENSEE TO INVESTIGATE THE ACCURACY AND COMPLETENESS OF THE INFORMATION PROVIDED.

SIGNATURE OF APPLICANT

DATE