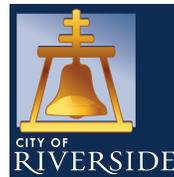


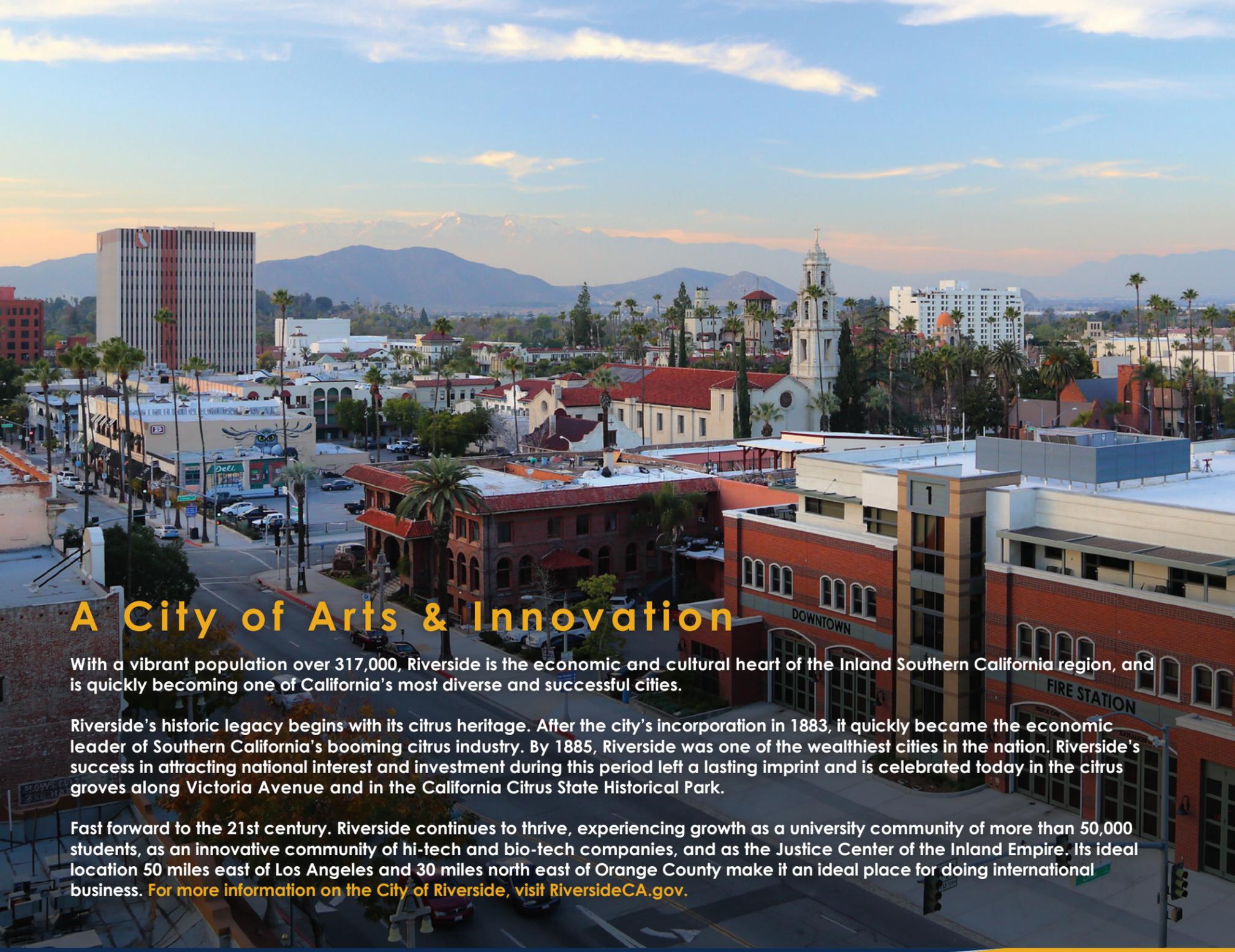


# Deputy Human Resources Director

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City of Riverside, California





## A City of Arts & Innovation

With a vibrant population over 317,000, Riverside is the economic and cultural heart of the Inland Southern California region, and is quickly becoming one of California's most diverse and successful cities.

Riverside's historic legacy begins with its citrus heritage. After the city's incorporation in 1883, it quickly became the economic leader of Southern California's booming citrus industry. By 1885, Riverside was one of the wealthiest cities in the nation. Riverside's success in attracting national interest and investment during this period left a lasting imprint and is celebrated today in the citrus groves along Victoria Avenue and in the California Citrus State Historical Park.

Fast forward to the 21st century. Riverside continues to thrive, experiencing growth as a university community of more than 50,000 students, as an innovative community of hi-tech and bio-tech companies, and as the Justice Center of the Inland Empire. Its ideal location 50 miles east of Los Angeles and 30 miles north east of Orange County make it an ideal place for doing international business. [For more information on the City of Riverside, visit RiversideCA.gov.](http://RiversideCA.gov)

# Deputy Human Resources Director

**Salary: \$100,032 - \$127,740 Annually**  
**Merit Range: \$127,740 - \$146,904 Annually\***

\*This position is eligible to receive merit based pay of up to 15% above the salary range based on documented outstanding performance and at the discretion of the City Manager.

### Overview:

The City of Riverside is seeking a dynamic individual for the position of Deputy Director of Human Resources. The Deputy Director of Human Resources reports to the Director of Human Resources and assists in planning, managing, coordinating and overseeing assigned Human Resources operations, activities, programs, and personnel. This is second in command, responsible for the daily operations for an assigned area within the Human Resources Department.

The highly qualified candidate will have considerable experience in a public sector agency in a multi-union environment. The candidate will also possess substantial experience in and knowledge of human resources functions, including recruitment and selection, classification and compensation, benefits, employee/labor relations, training, and workers' compensation.

This position is designated as Non-Classified and is exempt from the classified service. The incumbent shall be appointed "at-will" and serve at the pleasure of the City Manager

### Example of Duties:

- Manages and provides administrative direction for assigned human resources functions including recruitment and selection, training and development, classification, compensation, benefits, or employee/labor relations.
- Ensures the timely, accurate, and professional delivery of city-wide human resources programs and activities.
- Ensures staff compliance with departmental policies, procedures, and regulations governing human resources activities.
- Develops and implements goals, objectives, policies, and procedures for assigned human resources functions.
- Interprets and explains human resources policy and procedural decisions to City departments, management personnel, and employees.
- Provides assistance to City departments in resolving human resource issues; recommends and assists in implementing corrective courses of action.

**This position is open until filled.**

First review of applications will be Wednesday, September 7, 2016.

### Education:

At a minimum, equivalent to a Bachelor's degree from an accredited college or university with major study in business or public administration or a closely related field.

Highly desired is a Master's degree in human resources, public administration, or a related field; certification with Professional in Human Resources (PHR) or Senior Professional in Human Resources (SPHR); or Senior Professional in Human Resources (SPHR) or SHRM Certified Professional (SHRM-CP) or SHRM Senior Certified Professional (SHRM-SCP); CALPELRA Labor Relations Academy Master certification (CLRM) or equivalent national certification.

### Experience:

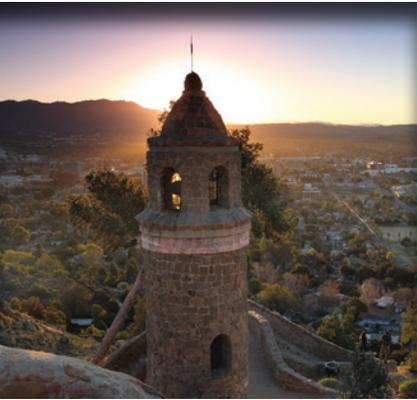
Five years of increasingly responsible professional experience in human resources, including two years of supervisory experience.

Highly desired is substantive experience working in a unionized, public sector environment; five years or more experience in labor and employee relations.

### Challenges and Opportunities:

The next Deputy Human Resources Director will be presented with a number of challenges and opportunities in which to succeed: improve customer service level standard; successfully implement and oversee new performance evaluation system; develop appropriate performance measures to track departmental objectives and goals; oversee and monitor new initiatives and programs in the areas of: Recruitment, Benefits, and Training.

Please apply at  
**[RiversideCA.gov/Jobs](http://RiversideCA.gov/Jobs)**



## **Benefits:**

The City offers an attractive benefits package, the central provisions of which are as follows:

**Retirement for Classic Members** - For employees hired after 1/1/2013 who are CLASSIC MEMBERS of California Public Employees' Retirement System (CalPERS) or a reciprocal agency as of 12/31/12 and have not been separated from service from such agency for six months or more, the retirement benefit shall be 2.7 % @ age 55; 3 year final compensation. The required employee contribution is 8%. The City does not participate in Social Security; thus, employees do not bear this additional 6.2% expense.

**Retirement for New Members** - For employees hired 1/1/2013 or later and who ARE NOT a member of the California Public Employees' Retirement System (CalPERS) or a reciprocal agency as of 12/31/12, or those who have been separated from a public agency which contracts with CalPERS or a reciprocal agency for six months or more, the retirement benefit shall be 2% at age 62; 3 year final compensation. The required employee contribution is 7%. The City does not participate in Social Security; thus, employees do not bear this additional 6.2% expense.

**Health Insurance, Dental Insurance, Vision Insurance, Life Insurance, Deferred Compensation, Leave Benefits, Flexible Spending Account, Long Term Disability**

For additional benefits information, please visit:  
[RiversideCA.gov/Human/Benefits](https://RiversideCA.gov/Human/Benefits)

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**#ILoveRiverside**