



HR/RISK MANAGEMENT ANALYST

City of Visalia, California

Salary: \$88,705 - \$111,516 annually plus excellent benefits.

Scheduled 2.5% increase effective July 2023.

The City of Visalia's Human Resources and Risk Management Division oversees the functions of human resources, payroll, risk management, insurance, workers compensation, and safety. The dedicated staff of ten work collaboratively and continually strive to provide exceptional service to the public and City staff of 700 full-time and 200 part-time employees.

The position functions as a professional-level resource for the organization, providing technical direction, advice, and support in all aspects of division operations. Program areas include recruitment and selection, class and compensation, labor relations, employee relations, risk management, workers compensation, and benefits administration. As part of the division's leadership team, the Management Analyst independently oversees programs and activities; evaluates procedures to ensure efficient operations; develops and implements policies and procedures; analyzes and interprets MOUs, policies, and laws; performs complex assignments and serves in a lead capacity. Upcoming challenges facing the division relate to improving recruitment and retention, enhancing employee engagement, implementing new technology, workers compensation and employee benefits, safety operations and regulatory changes.

Significant professional level human resources and/or risk management experience is essential, preferably in a public sector setting, and a bachelor's degree in a related field is highly desirable. Along with technical expertise, the ideal candidate will be a self-directed, strong relationship builder with excellent communication skills, customer focused, creative, analytical, organized, tech savvy, and results driven. Effectively managing and prioritizing multiple projects and deadlines as well as possessing good judgment in making thoughtful decisions is critical.

Located in Central California, the City of Visalia has a population of 140,000, and offers a small town feel with big city amenities. Visalia has some of the most affordable housing in California, typical commute times under 20 minutes, and offers abundant recreational opportunities. Experience Visalia - A better way of living!

Apply by: 5:00 pm on June 1, 2023. For a complete recruitment brochure and to apply online, visit: <https://www.governmentjobs.com/careers/visalia/jobs>.