

## HUMAN RESOURCES MANAGER

City of Coachella

Salary: \$143,282.06 - \$174,160.23



The City of Coachella, located at the eastern edge of the world-famous Coachella Valley and within Riverside County, covers 32 square miles, serves over 45,000 residents, and is 130 miles east of Los Angeles. Incorporated in 1946, the City has 82 full time employees. Employees enjoy excellent benefits and a 4/10 work schedule.

The City is seeking an experienced public sector HR professional to serve as Human Resources Manager. The ideal candidate will be a hands-on working leader that possesses excellent communication and interpersonal skills, is customer service orientated, demonstrates strong organizational skills, and has the proven ability to develop positive working relationships. This position is a key member of the City's executive team and reports to the City Manager. This position performs the full range of human resources functions and duties including recruitment and selection, classification and compensation, performance evaluation, training and development, benefits administration, employee relations, labor relations, risk management, liability, policy and procedures.

**EDUCATION AND EXPERIENCE:** Equivalent to a Bachelor's degree from an accredited college or university with major coursework in personnel management, industrial relations, public administration, business administration or related field, and five years of increasingly responsible experience working in human resources management, including three years of administrative and management responsibility.

**APPLY BY:** Thursday, December 12, 2024, by 6:00 p.m. Interested applicants must complete an online application at [www.coachella.org](http://www.coachella.org)