

# City of Gig Harbor Human Resources

*Work Study Session - Impacts of Growth II  
August 8, 2016*



# So, what does HR do?

- **Recruitment**
- **Labor Relations**
  - Contract Negotiations
- **Employee Relations**
- **Coaching/Consultation**
- **Benefits Administration**
- **Compensation**
- **Employee Life Cycle**
  - Onboarding
  - End of employment
  - Exit interview
- **Employment Law**
  - Affordable Care Act
- **Training and Development**
- **Personnel Policies**
- **Disciplinary & Grievance Processes**
- **Worker's Compensation**

# Other “hats” HR wears...



- Drug & Alcohol Program Manager
- Title VI Program Manager
- Civil Service Chief Examiner/Secretary
- Commute Trip Reduction Coordinator
- Wellness Coordinator
- Finance & Safety Committee
- Employee Safety Committee
  - Hearing Conservation Program
  - Respirator Program

# Good news....

- Gained efficiencies
- Automatic report capabilities

The screenshot displays the GovJobsToday.com website, which is a service of eCityGov.net. The header includes the site's logo and navigation links: Job Search, My Account, Help, Contact Us, and About Us. Below the header is a search bar with four dropdown menus: Job Title or Keywords, Employer (listing All Employers, City of Bellevue, City of Issaquah, and City of Kenmore), Job Type (listing All Types, Full Time, Internship, and On-Call), and Job Category (listing All Categories, Accounting & Finance, Administrative & Executive Support, and Aquatics). A Search button is located to the right of the dropdowns. Below the search bar, there is a section for "Current Jobs - All Employers" with an RSS Feed icon. The list of jobs includes:

- Testing For Entry Level Police Officer** - Full Time  
The City of Oak Harbor Police Department is now testing for an opening in January for Entry Level Police Officer  
Policing... A call to duty. Are you ...  
(City of Oak Harbor - Job # 15-0033)  
Open until filled. Posted 12/02/15
- Assistant Director, Intergovernmental Relations** - Full Time  
Conducts research, provides strategic analysis, and develops policy recommendations and position papers for the City Council and City Manager related to intergovernmental and regional and state legis...  
(City of Bellevue - Job # 15-00317)  
Closes: December 18, 2015 at 5:00 PM Posted 12/04/15
- Associate Land Use Planner** - Full Time  
This position reports to the Urban Design Planning Manager and requires the candidate participate on a work team that focuses on architectural, landscape and urban design issues through application of...  
(City of Bellevue - Job # 15-00313)  
Closes: December 14, 2015 at 5:00 PM Posted 12/01/15
- Budget Analyst** - Full Time  
The Budget Analyst is responsible for the development, implementation and monitoring of the City budget and Capital Improvement Program and performs various budget analyses. Performs a variety of res...  
Posted 11/24/15

The URL <https://govjobstoday.com/default.aspx> is visible at the bottom left of the page.

# *Recruitment activity...*



Questions?