

JOIN OUR TEAM!!



HUMAN RESOURCES ANALYST I/II

city of
morro bay

ANNUAL SALARY

\$60,871 - \$88,970

+ EXCELLENT BENEFIT PACKAGE



HUMAN RESOURCES ANALYST



The Human Resources Analyst position reports to the Human Resources Manager and performs complex personnel work in employee recruitment, selection, employee relations, training, employee negotiations and benefits administration. Duties include but are not limited to:

- Advises on and administers the total compensation program including salaries, benefits, health insurance, and retirement;
- Oversees implementation and monitoring of a variety of legal and administrative regulations regarding equal employment opportunity compliance, ADA, FMLA/CFRA, etc.;
- Serves as a member of the City's labor negotiations team;
- Conducts organizational, classification, salary and benefit surveys and makes recommendations;
- and more....

A full position description is available [here](#).

Minimum Qualifications

- Equivalent to graduation from a four-year college or university with major course work in a related field,
- Two years of professional experience in a centralized human resources system that includes experience in one or more major functional areas,
- Valid drivers' license

The position will remain open until filled, and **the City will conduct a first review of applications on October 13, 2022**. To apply, complete a City [job application](#) available and send to Laurie Goforth at lgoforth@morrobayca.gov.



The City of Morro Bay is a general law city, incorporated in 1964, with a Council/ Manager form of government. Morro Bay is a full-service City with a FY 22-23 operating budget of \$35 Million and a capital budget of \$19 million and a staff of 105 full-time employees, and part-time employees that equate to approximately 29 additional full-time equivalent employees.

The City is located on California's picturesque Central Coast, halfway between Los Angeles and San Francisco. Boasting a close-knit community of approximately 10,750, the City is blessed with a temperate year-round marine climate that offers residents the peaceful tranquility of a coastal fishing village, only 12 miles from the convenience of San Luis Obispo's shops, dining, and entertainment. The City receives 800,000 visitors annually from all over the world, who are drawn to its natural beauty, slow pace, and quaint atmosphere.

FLSA Non-Exempt. Equal Opportunity Employer.