

Position Announcement

CITY OF ALABASTER



Human Resources Director

Minimum Requirements

Bachelor's degree in Human Resources Management, Business Administration, Public Administration or a related field. Five years of progressively responsible experience in human resources management including supervisory experience.

Compensation and Benefits

Salary range is \$88,209 - \$122,101. Alabaster also offers comprehensive medical and dental benefits, and state employee retirement system contributions.

Apply Online at

<https://alabaster.civicplushrms.com/careers/>

Questions? Contact Human Resources at (205) 664-6838

The City of Alabaster is searching for a Human Resources Director to provide leadership and strategic direction of all human resources functions for the City. The Director serves over 260 employees at all levels of the organization and manages two direct reports: Payroll & Benefits Coordinator and HR Specialist.

The Human Resources Director is a key member of the City's Leadership Team working closely with the Mayor and Department Heads. The position oversees legal compliance, employee relations, training and development, recruitment and hiring, payroll and benefits, performance management, safety, leave programs and workplace accommodations.

The City offers a salary range of \$88,209 - \$122,101 and an excellent benefit package. Candidates must have a bachelor's degree in Human Resources Management, Business Administration, Public Administration or a related field, with five years of progressively responsible experience in human resources management including supervisory experience. Certification through SHRM, HRCI, IPMA and/or AAPPA is preferred.

The ideal candidate must have a genuine desire to serve the City of Alabaster and be capable of building and maintaining relationships with elected officials, department directors, and employees at all levels. The ideal candidate will possess a demonstrated ability managing complex employment matters, promoting employee engagement, and creating learning/development programs.

To learn more about the City of Alabaster, visit www.cityofalabaster.com. To view the full job description, visit the Employment Opportunities page of our website.

City of Alabaster is an Equal Opportunity Employer and Drug-Free Workplace.