

THE COUNTY OF PLACER, CALIFORNIA, IS SEEKING A  
HIGHLY SKILLED PROFESSIONAL FOR THE UNCLASSIFIED POSITION OF

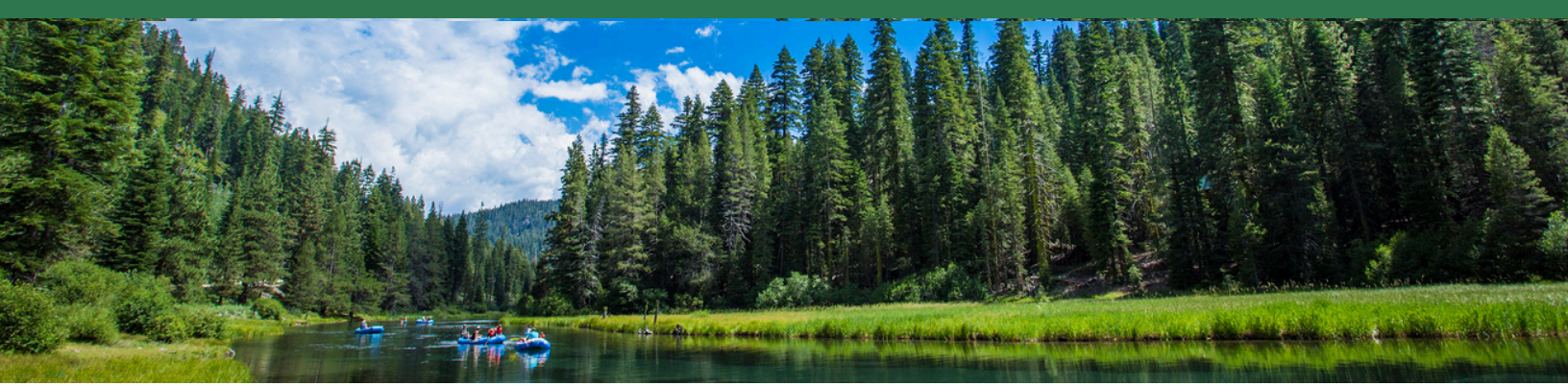
# HUMAN RESOURCES MANAGER

**ANNUAL BASE SALARY**  
**\$132,246-\$165,152**

- Plus a comprehensive benefits package
- Starting salary is dependent upon qualifications and experience



**TO APPLY FOR THIS EXCELLENT CAREER OPPORTUNITY,**  
please apply via the County's website at [JobsAtPlacerCounty.com](https://www.jobsatplacercounty.com) prior to the  
posted final filing deadline.



## THE POSITION

The Human Resources Department delivers high-quality, innovative solutions and services as a strategic partner, empowering Placer County departments to provide exemplary services to our residents, visitors, and employees. We strive to attract, develop, motivate, and retain a talented workforce in a supportive environment through services like talent acquisition and recruitment, department support, classification and compensation, performance management, benefits and retirement administration, leave and disability management, risk management and safety, learning and development, and investigations and Equal Employment Opportunity (EEO) compliance.

The County is seeking a Human Resources Manager to lead countywide labor relations and EEO investigations functions while providing direction, oversight, and support to their assigned team. This position will serve as a subject matter expert with respect to labor relations, collective bargaining and contract negotiations, meet-and-confer discussions, and EEO investigations and will act as a critical resource to the Director of Human Resources, Assistant Director of Human Resources, Civil Service Commission, County Executive Officer, Board of Supervisors, departments, other public agencies, union business representatives, employees, and the public. In addition to identifying, implementing, and evaluating programmatic goals, objectives, and priorities for the labor relations and EEO investigations team, the Human Resources Manager will also evaluate complex public sector human resource challenges and develop effective, innovative solutions in support of results-oriented, customer-focused strategies.

## MINIMUM QUALIFICATIONS

Candidates must possess the following background/qualifications:

### EXPERIENCE

Five (5) years of increasingly responsible experience in human resource administration, including two (2) years of supervisory/management responsibility in benefit administration, payroll, talent acquisition, classification and compensation, employee/labor relations, learning and organizational development, workers' compensation, leave management, or a related field.

### EDUCATION

Equivalent to a bachelor's degree from an accredited college or university with major course work in human resource administration, labor relations, public administration, or a related field.

### CERTIFICATIONS AND LICENSES

Certifications from the Association of Workplace Investigators (AWI) and/or the California Labor Relations Academy (CLRM) are desired, but not required. May need to possess a valid driver's license as required by the position. Proof of adequate vehicle insurance and medical clearance may also be required.

## THE IDEAL CANDIDATE

Placer County is seeking a dynamic, resourceful leader for this excellent opportunity. The ideal candidate will have a strong background in public sector human resource administration, with demonstrated experience in labor relations and investigations, as well as a proven ability to successfully lead teams to accomplish goals and objectives.

The successful candidate will be a strong communicator with exceptional verbal, writing, and listening skills and will be able to meet competing demands with integrity while navigating complex and politically sensitive challenges. Additionally, the ideal candidate will exercise independent judgment and discretionary decision-making to address investigatory and labor relations responsibilities while building productive and professional relationships with a wide variety of stakeholders, including union representatives, department heads and managers, public officials, employees, coworkers, and team members.



## COMPENSATION AND BENEFITS

The annual base salary range for this management position is \$132,246 - \$165,152. The starting salary is contingent on qualifications and experience. In addition, Placer County offers an attractive benefits package as described below:

### ANNUAL LEAVE

The County provides 100 hours of management leave to be used as time off or cashed out, 12 paid days of sick leave, and 14 paid holidays per year (two of which are floating holidays). Vacation is accrued beginning at 10 days and increasing to a maximum of 25 days per year with 20 years of service.

### CAFETERIA PLAN

The County provides \$5,000 per calendar year to be taken in cash, deposited in a medical spending account, dependent care spending account, or a sponsored 401(k) plan.

### DEFERRED COMPENSATION

Voluntary 401(k) and 457(b) plans are available through payroll deductions. The County will match one dollar for every two dollars in employee contributions made to a 401(k) account up to a maximum employer contribution of \$5,000 per employee per calendar year.

### SALARY PROTECTION

Qualifying employees, after a waiting period of ten (10) consecutive workdays, shall receive 80% of their regular pay up to a maximum of thirteen (13) pay periods to care for self or qualifying family members, or to bond with employee's newborn or newly adopted child or foster child.

### LIFE INSURANCE

The County provides life insurance of \$50,000 and an AD&D policy of \$10,000.

### HEALTH, DENTAL, AND VISION INSURANCE

The County offers a choice of health insurance plans provided through CalPERS, with the County paying 80% of the selected plan's total premium. The County pays for employee dental and vision insurance (dependent coverage is available at the employee's expense).

### RETIREE MEDICAL

Employees receive 50% of the County medical contribution upon retirement with ten years of CalPERS service credit, including five years of Placer County service. Employees receive an additional 5% of the County medical contribution for each additional year of service up to 20 years.

### RETIREMENT PLANS

Employees are covered by Social Security and the California Public Employees' Retirement System (CalPERS).

### BEGINNING VACATION & SICK LEAVE BALANCES

With the approval of the County Executive Officer, the County may offer a beginning balance of vacation and sick leave upon hire and/or an adjusted vacation accrual rate.

ANNUAL SALARY & BENEFITS	STEP 1	STEP 10
ANNUAL SALARY	\$132,246	\$165,152
MANAGEMENT LEAVE CASH OUT (100 HOURS ANNUALLY)	\$6,358	\$7,940
CAFETERIA PLAN	\$5,000	\$5,000
401(K) EMPLOYER MATCH ANNUAL MAXIMUM	\$5,000	\$5,000
TOTAL ESTIMATED BENEFITS	\$87,355	\$98,859
TOTAL ESTIMATED ANNUAL SALARY & BENEFITS	\$235,959	\$281,951
NET TOTAL ESTIMATED ANNUAL SALARY & BENEFITS (LESS EMPLOYEE COST)	\$208,712	\$254,704

Additional benefit information can be found on [our Benefits page](#).

*Starting salary varies and is based on qualifications and experience.*



## VIBRANT COMMUNITIES WITH EXTRAORDINARY POTENTIAL

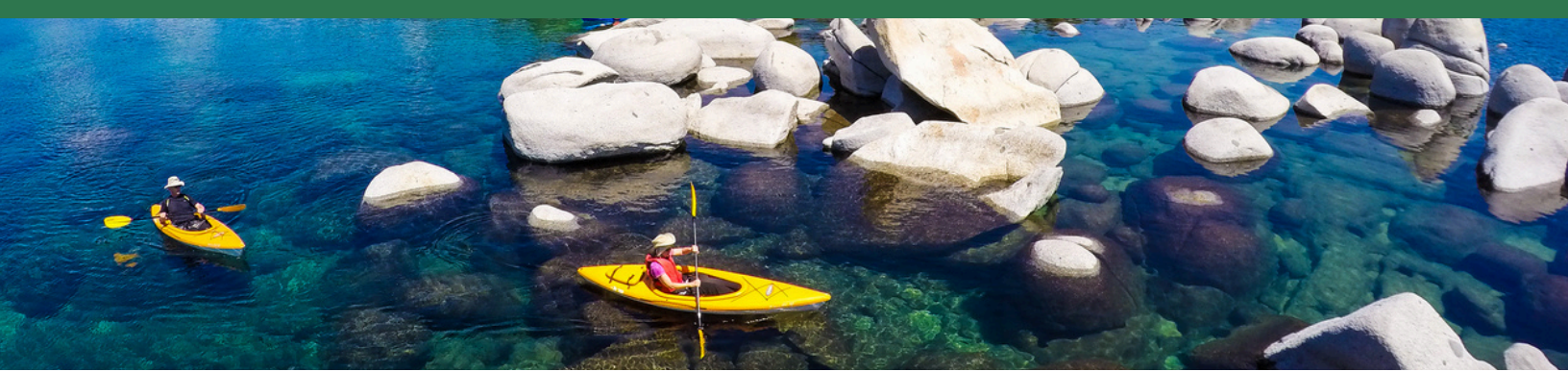
Placer County is an extraordinary community characterized by a healthy and diverse economy, an attractive business environment, and residents who benefit from high-quality educational, safety, and healthcare infrastructure in addition to a wide variety of outstanding recreational opportunities. The government center of Placer County is located in Auburn and is well-positioned 30 miles northeast of Sacramento, the State capital. The total population is approximately 427,661 in unincorporated and incorporated areas of the County combined (Auburn, Colfax, Lincoln, Loomis, Rocklin, and Roseville), including areas of the Sierra Nevada region, the foothills of Auburn, the historic Gold Country, and North Lake Tahoe. Encompassing 1,506 square miles, Placer County is part of the greater Sacramento region, including El Dorado, Sacramento, Sutter, Yolo, Nevada, and Yuba counties. Lake Tahoe, nature's crown jewel of the Sierras, is a short 90-minute drive from the western-most points of the County.

## EMPLOYER OF CHOICE AND COUNTY GOVERNANCE

Placer County is consistently ranked first for its quality of life and is one of the healthiest counties in California. Home to Sierra College and Jessup University, with plans for two additional universities to be developed in the western part of the County, Placer also offers a variety of exceptional outdoor recreation opportunities and scenic open spaces. A wide range of housing options exist in the County including multi-family, small lot suburban and urban residential projects, ranchettes, larger rural residential properties, and extensive farmlands with a mix of farming and ranching opportunities. Outdoor recreation activities in Placer County are abundant all year long, from hiking and biking to horseback riding, rafting, snowshoeing, and skiing. Placer County has a strong heritage as part of California's Gold Country and is considered the Gateway to the Sierra.

The County is governed by a five-member Board of Supervisors elected to four-year terms by voters within their respective districts. Six County officials elected at-large are responsible to the Board on budgetary and operational issues. The remaining majority of department heads are appointed and work at the pleasure of the County Executive Officer. Placer County is stable financially due to fiscally prudent decision-making and effective policy setting over the past few decades. Given this stability, the County has been able to achieve its mission to provide responsive, efficient, and effective public services in keeping with its budget and financial policies. The County's budget for FY 2025/26 is \$1.37 billion with a current staff of approximately 2,800 funded positions.

**FOR MORE INFORMATION ABOUT PLACER  
COUNTY, PLEASE VISIT [WWW.PLACER.CA.GOV](http://WWW.PLACER.CA.GOV)**



Placer County is located north of the capital city of Sacramento and is conveniently near two major airports: Sacramento International Airport and Reno-Tahoe International Airport



**ECONOMICALLY STRONG COUNTY**

Median household income of \$112,097 and median home value of \$707,142



Placer County has good student-teacher ratios, high graduation rates, and exceptional test scores



**TOP 10**

**PLACES TO RAISE A FAMILY IN CALIFORNIA**

Placer County reached number 7 out of 58 in 2023



**57.2%**

**RESIDENTS HAVE AN ASSOCIATE'S DEGREE OR HIGHER**

**THE PLACER COUNTY REGION OFFERS A WONDERLAND WITH FOUR DIVERSE SEASONS TO ENJOY THE OUTDOORS**



**427,661**

**TOTAL POPULATION**

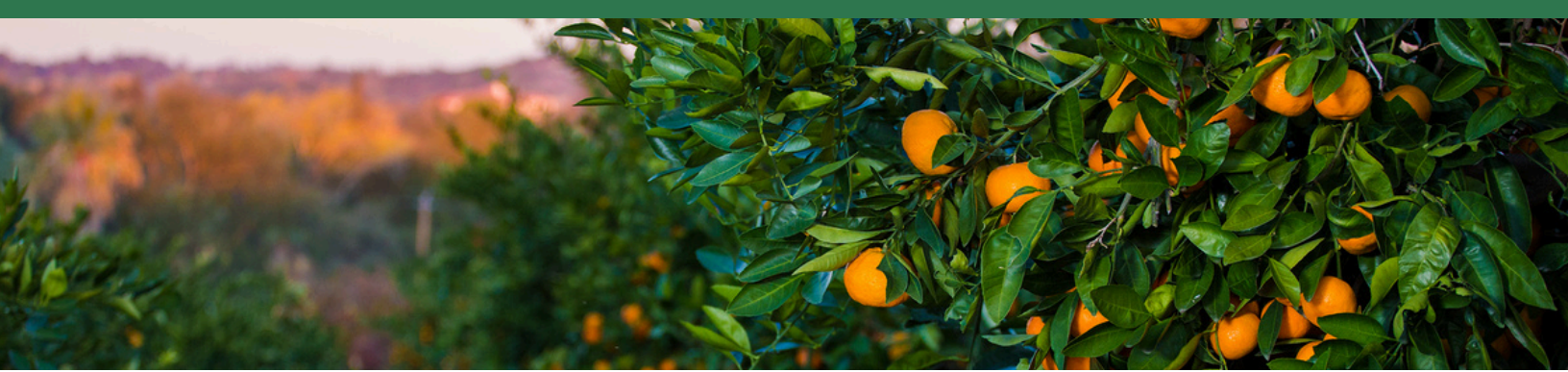


Placer County ranked highly in longevity, quality of life, social behaviors, and access to clinical care



**42.8**

**MEDIAN AGE**



## SELECTION PROCESS

To apply for this excellent career opportunity, please apply via the County's website at [JobsAtPlacerCounty.com](https://www.jobsatplacercounty.com) prior to the posted final filing deadline.

Appointment to this unclassified position will be contingent upon successful completion of a post-offer, pre-employment physical examination and a background investigation, including a Livescan fingerprint clearance.

An application screening will be conducted to select a reasonable number of the best-qualified candidates who will be invited to a panel interview to assess their education, experience, and personal qualifications.

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**Thank you for your interest in employment with Placer County.** Placer County is an equal opportunity employer and is committed to an active nondiscrimination program. It is the stated policy of Placer County that unlawful harassment, discrimination, and retaliation are prohibited and that all employees, applicants, agents, contractors, and interns/volunteers shall receive equal consideration and treatment. All terms and conditions of employment, including but not limited to recruitment, hiring, transfer, and promotion will be based on the qualifications of the individual for the positions being filled regardless of the following characteristics: gender (including gender identity and expression), sexual orientation, race (including traits associated with race, which include, but are not limited to, hair texture and protective hairstyles such as braids, locks, and twists), color, ancestry, religion (including creed and belief), national origin, citizenship, primary language, immigration status, physical disability (Including HIV and AIDS), mental disability, medical condition (including cancer or genetic characteristics/information), age (40 or over), marital status, military and/or veteran status, sex (including parental status, pregnancy, childbirth, breastfeeding, and related medical conditions), reproductive health decision making, the person's use of cannabis off the job and away from the workplace, political orientation, or any other classification protected by federal, state, or local law or any combination of two or more characteristics stated herein. Please contact the Human Resources Department at least 5 working days before a scheduled examination if you require accommodation in the examination process. Medical disability verification may be required prior to accommodation.



*Placer County is an equal opportunity employer and is committed to an active nondiscrimination program.*

**HUMAN RESOURCES DEPARTMENT**  
**Equal Opportunity Employer**  
145 Fulweiler Avenue, Suite 200  
Auburn CA 95603

(530) 889-4060  
[www.JobsAtPlacerCounty.com](https://www.jobsatplacercounty.com)