

Director of Human Resources/Risk Management Lea County Government

Under the direction of the County Manager, administers human resources-related policies and procedures; monitors County's hiring procedures, disciplinary actions and other personnel actions with regard to legal and policy compliance; recruits employees; maintains files; provides training. Also serves as County's safety officer; assists in management of property and casualty insurance program; acts as liaison with insurance carriers and attorneys; assists in litigation management; administers County's worker's compensation program.

Minimum requirements: high school diploma or GED; bachelor's degree preferred; any combination of college education and/or experience in public administration, human resources, labor relations, recruitment or placement, pay administration, etc., totaling seven years. Must include at least five years actual work experience.

**HR certification preferred; certification in Risk Management helpful.
Salary range: \$45-\$65,000 DOQ, with outstanding benefits package.**

Apply at Courthouse, Lovington, or on-line at www.leacounty.net.

EOE

Closing date: June 30, 2011.