

# **HUMAN RESOURCES DIRECTOR and RISK MANAGEMENT/LOSS PREVENTION**

The Board of Highland County Commissioners seeks a qualified individual for the position of HUMAN RESOURCES DIRECTOR and RISK MANAGEMENT/LOSS PREVENTION.

Reporting directly to the Board of Commissioners, the minimum qualifications include a Bachelor Degree in Human Resources, Business, or Public Administration from an accredited four-year college or university or Associate Degree in Office and Business Management. At least five years of experience in leading a Human Resource department is required. Your past work experience in human resources needs to be generalist in nature, as this position leads the activities regarding the County's Health and Welfare package, labor relations, employee relations, risk management including workers' compensation, and hiring. Strong experience with Labor Relations, including collective bargaining negotiation, interpretation of labor agreements, and grievance resolution experience is essential. Additional responsibilities include overseeing activities involving COBRA, ADA, FMLA, DOL, SERB, Federal Employment Acts, and Drug Free Workplace Act regulations.

In addition to what is listed above, the person hired for this position needs to possess the following skills:

- Operations Management-working knowledge of the various department and also of the tasks that they perform.
- Ability to work in pressure situations.
- Able to research and investigate.
- Listen, and have empathy.
- Confidence.
- Cooperative and interactive with all levels of personnel.
- Ability to successfully work with our Collective Bargaining Units.
- Above all, you must be a "people person"!

This position offers benefits, including state pension with a salary of \$60,000 to \$80,000, depending on your experience.

Interested candidates should forward a detailed resume no later than January 13, 2023 to:

Highland County Board of Commissioners  
119 Governor Foraker Place, Suite 211  
Hillsboro, Ohio 45133  
or [commissioners@co.highland.oh.us](mailto:commissioners@co.highland.oh.us)