

# COMPENSATION



## SALARY

\$101,112 - \$126,480 annually, dependent upon qualifications.

## RETIREMENT

California Public Employees' Retirement System (CalPERS). Retirement formula based on appointment date and membership status with CalPERS, e.g. 2.7% at 55 or 2% at 62. The city currently pays 5% of the employees' portion to CalPERS. City participates in Social Security.

## INSURANCE

One-party medical, dental & vision paid by City. City pays a significant portion for employee's dependents. One times annual salary life insurance, as well as long and short term disability coverage.

## ADMINISTRATIVE LEAVE

56 hours of administrative leave annually.

## ANNUAL LEAVE (Sick, vacation & holiday leave)

0 to 4 years of service, 232 hours annually (combination of sick, vacation and holiday leave).

## ANNUAL LEAVE CASH OUT OR CONVERSION TO DEFERRED COMPENSATION

Employees may cash out up to 25 hours of annual leave per year, or convert to deferred compensation.

## DEFERRED COMPENSATION

Voluntary participation in plans available through ICMA-RC.

## RETIREE MEDICAL BENEFIT

Employees are eligible for a Retiree Medical Benefit upon retiring with at least 15 years of employment with the City of Montebello.

# City of MONTEBELLO



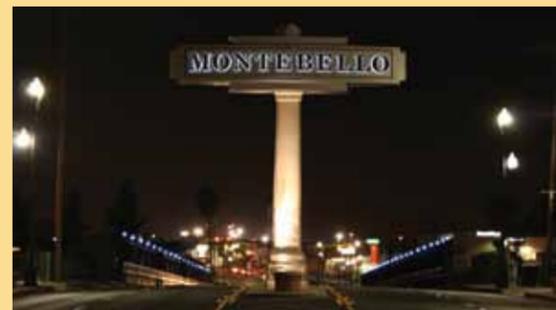
## APPLICATION PROCESS

Qualified candidates are invited to apply. Resumes, with salary history and three (3) work related references should be sent to:

Director of Human Resources Recruitment  
c/o Nicole Mooshagian  
City of Montebello, Human Resources Department  
1600 West Beverly Blvd.  
Montebello, CA 90640-3932

### FINAL FILING DEADLINE: OPEN UNTIL FILLED

Further information on the City and this outstanding career opportunity can be obtained by visiting the City website at: [www.cityofmontebello.com](http://www.cityofmontebello.com) or by calling the Human Resources Department at (323) 887-1377.



The City of Montebello promotes a drug-free work environment. Appointments are made after satisfactory results are received from a post-offer physical examination and drug screen, and Department of Justice background check.

*The City of Montebello is an Equal Opportunity Employer*

Invites applications for

# Director of Human Resources

## THE COMMUNITY



Present day Montebello had its beginning in May 1899. The town site was originally formed on 40 acres of land owned by Harris Newmark and Kasper Cohn, two well known Los Angeles businessmen. Although first given the name Newmark, it was later called Montebello, meaning beautiful hills in Italian, at the suggestion of a gentleman named William Mulholland. It was Mulholland who developed the Montebello water system, which was incorporated as the Montebello Land and Water Company in 1900.

Originally an agricultural community, Montebello boasted having the ideal climate, rich and productive soil and an abundance of water. From the turn of the century and through the 1920's, the area was famed for its production of flowers, vegetables, berries, and fruits. However, the discovery of oil by the Standard Oil Company on the Anita Baldwin property in 1917 brought revolutionary change to Montebello. The agricultural hills soon became a major contributor to oil production. By 1920, Montebello oil fields were producing one-eighth of the state's crude oil. On October 19, 1920, Montebello was incorporated as the 35th city in Los Angeles County.

Today, the City of Montebello, with a population of just over 63,000, is a balance of quiet residential neighborhoods and industrial and commercial centers. The City's 8.4 square miles are composed of well maintained and beautifully landscaped public amenities that include seven public parks and an 18-hole municipal golf course.



## CITY GOVERNMENT

The City of Montebello is a General Law city with a Council/Administrator form of government. Five City Council members are elected at-large to overlapping four year terms. The City Council appoints the City Administrator who is responsible for managing the day-to-day operations of the City. Montebello is a full service city with a staff of 645 full and part-time employees working in one of eight departments: Administration, Community Development, Finance, Fire, Human Resources, Municipal Services, Police, and Transportation.

City Council meetings are held on the 2nd and 4th Wednesdays of each month.



## THE POSITION

The Director of Human Resources is an at-will executive department head reporting directly to the City Administrator. The successful candidate will have demonstrated a track record of achievement managing and directing activities related to recruitment, selection, classification, compensation, employee relations, contract negotiations and administration, benefits administration, performance measurement and evaluation, policy development, risk management and conflict resolution. The Director of Human Resources also serves as the City liaison to the Civil Service Commission, attending monthly meetings and providing staff support. The ideal candidate will be a proven leader and skilled administrator who will introduce creative strategies and innovative approaches to the department and the City updating policies and procedures.

## THE IDEAL CANDIDATE

The ideal candidate will be a hands-on leader with a very strong background in human resources and labor relations management, with a minimum of 3 years of increasingly responsible experience in the public sector, at least 2 years of which will have been in a managerial capacity. The position requires excellent written and verbal communication skills and graduation from an accredited college or university with major course work in public administration, business or human resources administration, industrial relations, administration, risk management or a related field. A Master's degree is highly desirable.

