

Alachua County Board of County Commissioners

Human Resources Coordinator

\$23,749.54 – \$36,892.44 Annually

Closing Date: 7/21/17

Minimum Qualifications: Bachelor's degree in human resources, business administration or related field and two years of progressively responsible professional human resource experience; or any equivalent combination of related training and experience. Successful completion of criminal history background investigation is required prior to employment. Applicants within six months of meeting the minimum education/experience requirement may be considered for trainee status. Must provide means of being contacted by phone and must possess and maintain a valid State of Florida Driver's license. Must provide own transportation, proof of and maintain vehicle insurance.

Please apply online at <http://alachuacounty.us/employment> . The Human Resources Department is located at 12 S.E. 1st Street, 3rd Floor, Gainesville, FL 32602. Telephone 352-374-5219.

Applicants with disabilities may request a reasonable accommodation in the application/testing process. Preference in initial appointment will be given to eligible veterans and spouses of disabled veterans.

ALL OFFERS OF EMPLOYMENT WILL BE CONTINGENT UPON SUCESSFUL COMPLETION OF A

PRE-EMPLOYMENT DRUG TEST

AN EQUAL OPPORTUNITY EMPLOYER M.F.V.D.

TDD users, please call 711 (Florida Relay Service)

Pursuant to Florida's open records law, applications and resumes are subject to public disclosure.