



# Ventura County Community College District

## Human Resources Analyst II

### How to Apply:

- 1 Go to:  
<https://www.governmentobs.com/careers/vcccd>
- 2 Type "Human Resources Analyst II"
- 3 Read the job posting
- 4 Click "Apply for this posting" at the top right corner of the page

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### Soft Closing Deadline to Apply:

October 15, 2017

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The eligibility list will be valid for up to one year and will be used to fill vacancies throughout the district.

Ventura County Community College District is currently recruiting for a **Human Resources Analyst II**

### Basic Job Function

Under the general supervision of the Director of Employment/Personnel Commission, perform technical and specialized functions related to planning and conducting classification and compensation studies, developing and administering selection and recruitment methodologies and materials, and assisting in the analysis and development of HR policies and procedures for the purpose of maintaining best practices and keeping current with changes in state and federal legislation.

### Salary

Salary Range: \$67,080 - \$92,616/annual

### Benefits

The Ventura County Community College District offers an excellent benefits package which includes the following:

- ❖ 12 days of paid vacation per year,
- ❖ 18 paid holidays/days off per year,
- ❖ sick leave,
- ❖ medical, dental, vision, and life insurance, and
- ❖ participation in the CalPERS retirement program.

For more information about these benefits, please visit <http://www.vcccd.edu/departments/human-resources/benefits>

### Requirements

Any combination equivalent to a bachelor's degree from a recognized accredited college or university in human resources management, public or business administration, a behavioral science, or a related field, AND three years of professional HR experience conducting job analyses used in the development of examinations, developing and administering validated assessment methods and materials, and conducting position classification studies requiring the use of job analysis or job evaluation.

A master's degree in Industrial and Organizational Psychology or a related field may be substituted for two years of required experience.

*The Ventura County Community College District is committed to the principles of equal employment opportunity. It is the District's policy to ensure that all qualified applicants for employment and employees have full and equal access to employment opportunities and are not subjected to discrimination in any program or activity of the District on the basis of ethnic group identification, race, color, national origin, religion, age, sex, physical disability, mental disability, ancestry, sexual orientation, language, accent, citizenship status, transgender status, parental status, marital status, economic status, veteran status, medical condition, or on the basis of these perceived characteristics, or based on association with a person or group with one or more of these actual or perceived characteristics.*