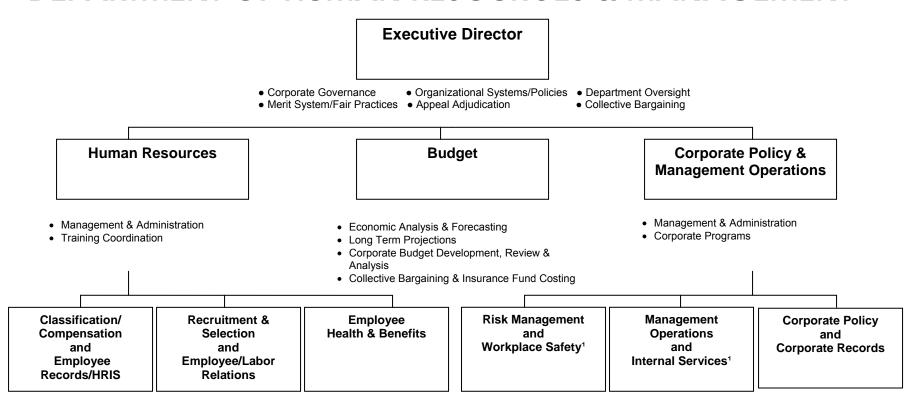
DEPARTMENT OF HUMAN RESOURCES & MANAGEMENT



- Classification Plan Administration
- Classification Analysis
- Compensation/Salary Administration
- HR Information/Systems Operations
- Position Management
- Personnel Actions
- Personnel Records/Files
- Employee Orientation
- Unemployment

- Applicant Recruitment
- Position Eligibility Review & Certification
- Park Police Testing
- Employment Policy Implementation
- Collective Bargaining Administration
- Grievance & Complaint Resolution
- Employment Advisory
 Services
- · Background Investigation

- Health Insurance Plan Administration (Medical, LTD, Life)
- Fringe Benefits
- Fitness for Duty Coordination
- Medical Standards Maintenance
- Short & Long Term
 Disability Coordination

- Liability/Insurance
- Regulatory Standards & Compliance (OSHA/MOSH/EPA/DOT)
- Worker's Compensation
- Risk Assessments
- Occupational Safety Training
- · Accident Investigations
- Facility Inspections/Audits
- Emergency Preparedness

- MFD Program
- Diversity Initiatives
- Organizational Communications (Update, Intra/Internet, publications)
- Dept. Budget Development & Implementation
- Dept. Procurement
- Facility Management & Security
- Agency-wide Records Management/Archives

- Program Analysis & Research
- Policy Development (Merit Rules, Practices, Procedures, Notices)
- Organizational Standards
- Corporate Records (Actions/Minutes Resolutions)
- Legislative Liaison

¹Programs funded by tax and non-tax supported funds

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