State of Connecticut

Department of Correction

DIRECTOR OF HUMAN RESOURCES
(HUMAN RESOURCES ADMINISTRATOR 3)

The State of Connecticut, Department of Correction is looking for a new Human Resources Director. This career opportunity is for the dynamic, experienced, and invested HR professional who is proactive, enthusiastic and dedicated, ready to lead this department in meeting its workforce needs now and into the future.

We Invite You to Explore This Rare Career Opportunity

WHO WE'RE LOOKING FOR

Interested candidates must have a minimum of Ten (10) years of professional experience in human resources management. Two (2) years of the General Experience must have been in a managerial capacity over professional human resources staff. For Connecticut State employees this is interpreted at the level of Human Resources Manager or above.

The ideal candidate will be able to demonstrate:

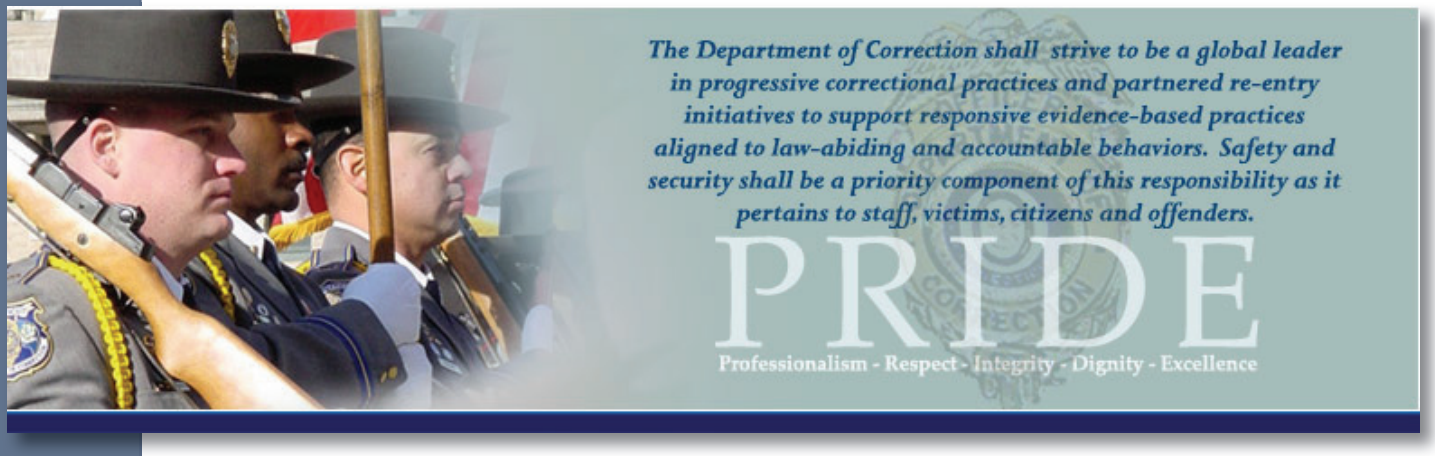
- Strong leadership directing a large organization's human resource unit
- Alignment with an organization's strategic plan, mission and goals
- Success in building and developing a high functioning HR team
- Experience with conflict resolution and continuous improvement
- Creating organizational efficiency through utilization of the LEAN process preferred
- Knowledge and understanding of employee and labor relations; handling of discipline and grievance matters
- Experience managing job classifications and compensation activities
- Use of recruitment methods to attract and retain the most qualified and diverse individuals to the department
- Demonstrated ability to develop, implement, and make data-driven decisions using human resource performance measures
- Ability to build and facilitate trusting, cooperative and productive working relationships within the human resources unit, across the department, and with other key stakeholder state agencies
- Effective communication – verbal and written; presentation and considerable interpersonal skills

WHO WE ARE:

The Connecticut Department of Correction is a unified system. All un-sentenced and sentenced offenders are supervised by the DOC. The Department also provides supervision for offenders on parole, community release and other discretionary release programs.

Our Human Resources Division provides services for nearly 6,000 employees. With separate units for Payroll, Workers Compensation, Labor Relations, Recruitment and General Human Resources, the Division has close to seventy employees.

We are a diverse agency with a wide variety of employees from correction officers, to educators to managers and skilled professionals. We value the differences that make us stronger as a team and support our mission statement:



"CONNECTICUT IS STILL REVOLUTIONARY"

Still Revolutionary speaks to Connecticut's deep roots in the founding of this country and reminds us that we still have that independent, revolutionary spirit. For centuries we have been the home of literary greats, innovators and natural wonders — an incredibly diverse array of products and talent, all right here in Connecticut.

Governor Dannel P. Malloy

CONNECTICUT

Just as it has for centuries, Connecticut remains a haven for original ideas and fresh thinking! The state is a rich tapestry of interesting small towns and constantly evolving urban centers. More than any other New England state, we offer a blend of incredible natural beauty and sophisticated cultural options all within close proximity of each other as well to neighboring states. Connecticut possesses a level of taste and refinement with a personable, down to earth quality that is open and inviting. Come and share our excitement about the rich diversity of experiences Connecticut has to offer!

COMPENSATION PACKAGE

The starting salary for this position is **$109,846.00**, and the salary plan ranges to **$149,770.00**. The State of Connecticut total compensation plan includes a generous benefit package worth over 50% of an employees' annual salary.

Benefits and options include: a choice of medical & dental insurance options; generous accrued vacation, sick time and personal leave; life insurance, long and short term disability insurance; flexible spending accounts such as dependent care, medical flexible spending and qualified transportation (pre-tax option for commuters) accounts; retirement plan; deferred compensation plan; college saving program (CHET); auto and homeowners insurance; funeral leave; paid jury duty; 12 paid holidays; -optional participation in Connecticut State Employees Credit Union which offers low interest mortgage rates historically below national average, low cost personal financing and higher savings rates. **www.osc.ct.gov/benefits/docs/EmployeeHandbook.pdf.**

INTERESTED CANDIDATES

This is a Classified/Competitive position, which means that a State of Connecticut examination is required for appointment to jobs in this title. Candidates must meet the minimum qualifications of the position and pass the exam in order to be appointed.

To Apply for the Examination:
Click on the following link for the examination announcement which will provide you with the necessary steps to take the examination. Link to **Human Resources Administrator 3 exam.** Interested candidates must apply for the examination no later than Friday, **June 10, 2016.**

The names of candidates who have successfully passed the examination will be provided to the Department of Correction, Recruitment Panel for consideration.

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER
The State of Connecticut is an equal opportunity/affirmative action employer and strongly encourages the applications of women, minorities, persons with disabilities and military veterans.