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| C:\Users\pwean01\Desktop\portal-logo-screen_tcm1077-226393.png | **DEPARTMENT OF TRANSPORTATION** |

**HR Staffing Representative**

**Up to $94,941/annually**

**Roseville, MN**

In this position, you will provide human resource expertise, guidance, and consultation in the areas of staffing, classification, compensation, staffing, contract interpretation, and workforce planning.  You will lead and/or participate on various human resource special projects affecting the agency’s business activities and assist in developing and refining personnel procedures, policies, operations, and systems.

**WHY WORK FOR US**

We offer excellent employee benefits, such as low-cost health and dental insurance, and affordable dependent coverage. Other benefits include:

* 12 paid holidays per year
* Earn up to 29 paid vacation days a year
* Earn 13 days paid sick time
* Defined pension plan
* Paid life insurance
* Paid parental leave available
* Hybrid telework may be available
* And more!

**MINIMUM QUALIFICATIONS**

Three years of professional human resources experience that includes:

* Experience performing job evaluation/analysis.
* Experience in full cycle recruitment, hiring, and selection.
* Experience interpreting and applying employment laws, rules, and policies.

\*NOTE: A bachelor’s or master's degree in Human Resources, Industrial Relations, Organizational Development or a closely related field substitutes for six months of advanced professional experience.

**APPLY ONLINE BY 7/24/2024:**

1. Go to [**www.mn.gov/careers**](http://www.mn.gov/careers)
2. Click “**Search open positions**”
3. Enter the Job Opening ID **“78342”** in the Keywords search box and click “**>>**”
4. Click on the Job Title to view the job posting
5. Click “**Apply for Job**”
6. When prompted for your **Referral Source, please list: Other – Ramsey County.**

**Only applicants received on mn.gov/careers will be considered.**

**CONTACT FOR ADDITIONAL INFORMATION:**

**Lena Garcia, MnDOT Recruitment Specialist**

**Lena.Garcia@state.mn.us**

**612-257-2388**