

CLASSIFIED/BIDS

PDC

PORTLAND DEVELOPMENT COMMISSION

Portland Development Commission

Portland, Oregon
Human Resources Division Manager
Exempt position reports to the CFO
Closing Date: June 7, 2011 5:00pm

General Position Summary:

Collaborates with PDC Executives and managers to build and manage the Human Resources function which is responsible for organizational development and strategy, policies and programs covering employment (including forecasting PDC's workforce needs), compensation, benefits, performance management, employee relations, labor relations, recruiting and retention, training, diversity, and compliance with all applicable federal, state and local employment laws. This position is charged with creating and maintaining the credibility of HR service and function on behalf of PDC.

The successful candidate will have

- A Bachelor's degree in business, HR or industrial relations and a SPHR certification is required, or an equivalent combination of training and experience. (Extensive public sector work experience in HR could substitute for the educational requirements).
- Required experience is 8-10 years of broad-based HR background, six of which give evidence of the ability to work effectively at the management level

and successfully manage HR staff, preferably in a public sector environment.

- Union experience required.
- A post graduate degree in HR is preferred.
- Comprehensive knowledge of HR process, functions, legal requirements, and practices in a public sector environment.
- Superior oral and written communication skills.
- Strong proficiency using Microsoft Office software.
- Exceptional verbal and written communication skills.
- Strong facilitation, mediation, negotiation, and conflict resolution skills.
- Ability to provide vision and leadership.
- Demonstrated a capacity to interface and maintain effective relationships with Executives, Managers, and employees in a fast-paced and complex organization.

To apply send your resume and cover letter to recruiter@hranswers.com with PDC HR Division Manager in the subject line. An application packet will be forwarded to you for completion.

PDC values diversity in its workforce and is committed to Equal Employment Opportunity and Affirmative Action.

Harris Photography

503-730-1156

Weddings

Corporate Events

Onsite 5x7 Printing

Online Proofs & Orders antonioharris.com



Northwest Voice For Christ Ministries

"An Interdenominational Church"



Pastor Bishop H. L. & Elect Lady Earlean P. Hodge
Pastor/Teacher/Revivalist

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Worship Service 1:00 — 2:30 P.M.
Mission Studies: Wednesdays 6:00 — 7:00 P.M.
"School Of The Prophets" (Training) 7:00 — 8:30 P.M.

Location: Concordia University Campus
2800 NE Liberty (The GRW Library, room 303)
Portland, OR. 97211

Up Coming events! Elect Lady Day—June 4th @ 1:00 PM
Bishop Hodge Appreciation—June 12th @ 3:30 PM
Held at True Vine MBC, 3745 N Commercial, Portland

ALL ARE INVITED!!

To inquire about our Church please call: (503) 863-6545 or hodgehspks@msn.com www.nwvoiceforchrist.com

CHURCH THEME:

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New Song Community Center
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Corner of NE MLK Blvd and Russell Street
Doors open at 6pm for every service.

For directions or more information, call 503-488-5481 or log on to www.mfhimportland.com

Chiropractic Auto Injury Clinic, PC

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W Parking Area

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