



ALAMEDA COUNTY Human Resource Services

Function & Organization Chart FY 2010 - 2011

MISSION STATEMENT:

Deliver high quality and timely human resource services in partnership with County agencies, departments and special districts to enable our customers to reach their organizational goals.

Budget #: 180000
Budgeted Positions: 72.62

Board of Supervisors
County Administrator

Civil Service Commission

HUMAN RESOURCE SERVICES

DIRECTOR

Deputy Director

CSC Services &
Agenda Management

1 – Secretary II

HR Information Technology Services

1 – Business Analyst
2 - Asst. Business Analyst
3 - Human Resources Validation Processors

Disabilities Program Management

1 - Disabilities Program Manager
1 – Disabilities Program Specialist

TAP Program

1 – DPO II - TAP Program Manager
2 – Administrative Specialist II
1 HR Techs
.17 - Specialist Clerk II
1 – Specialist Clerk I

Administrative Support

1 - Administrative Specialist II
1 – Specialist Clerk I
2 - Account Clerk II

Employee Benefits Center

1 – Manager, Employee Benefits & Service Center
1 - Employee Services Supervisor
1 - Business Analyst
1 - Asst. Business Analyst
1 - Employee Services Specialist
4 - Employee Services Technicians
3 - Benefit Auditors
1 - Benefits Analyst
2 – Specialist Clerk I

Unemployment Insurance

1 – Employee Services Technician

Labor Relations Services

1 – Manager, Labor Relations
4 - Labor Relations Analyst
1 – Administrative Specialist II
1 - Secretary II

Personnel Services

2 – Principal Human Resources Analyst
2 – Human Resources Analyst III
8 – Human Resources Analyst
2 – Human Resources Technician
1 – Secretary II
1 – Clerk II/Receptionist

Certification and Human Resources Support Services

5 - Human Resources Assistant I/II

Training & Education Center

- Conference Center
- County-wide Training Programs
- Organizational Development Programs

1 – Training & Education Center Director
1 – Conf. Ctr. Customer Services & Sales Coordinator
1 – Conf. Ctr. Training Programs Coordinator
1 – Workforce Planning & Development Manager
1 – Training & Organization Development Specialist
1.58 – Conf. Ctr. Services Representative
1 – Secretary II

Acts in the absence of
the department head.