

Position: Employee Relations Director

Posting Close Date: Review of applications will begin October 26, 2020 and continue until the position is filled.

Please note: If the Posting Close Date is blank, the position will remain open until filled.

Pay Range: \$95,266.29-\$136,094.70

Please note: Actual starting pay will be determined at the time of offer based on the experience, education and training of the successful candidate.

Key responsibilities include but are not limited to:

Austin Utilities is seeking an experienced candidate for Employee Relations Director. Responsible for all personnel, compliance, employee relations and staff development, affirmative action and equal employment opportunity functions of the Utility and provides advice and counsel to senior leadership and management team on a range of personnel matters. Provides technical safety and health support to personnel. Develops utilities safety and health programs and objectives and coordinates safety training programs. Monitors safety and health regulations and provides technical support to utilities to ensure compliance with federal and state safety and health regulations.

Candidate must possess strong leadership, organizational and communication skills.

What will it take to be successful?

Bachelor's degree in human resource management, business or public administration, or related field is required, a Master's degree in business or related field and/or HR certification or advanced training is desirable. Experience should include at least five (5) years in human resource management, three years in responsible labor relations position, and three years in a supervisory role. Local government or public utility experience preferred.

Why should you apply?

Austin Utilities has been recognized as one of the "Best Places to Work" in Southeast Minnesota 3 years in a row, 2018-2020. We put your safety first and have been the recipient of several safety awards. You will have the opportunity to work with a very dedicated team of professionals who are passionate in their service to our community.

What a career at Austin Utilities can offer you...

As a community-owned enterprise for over 100 years, we offer the stability of providing a required service and commodity for our community. We are a diverse team of professionals who take pride in delivering exceptional service to our community through new and innovative technologies. Austin Utilities has created an environment that embraces teamwork and flexibility. Join a diverse team of high performers who take pride in delivering exceptional service to our community and tap into the power of your potential!

Austin Utilities is a community-owned, not-for-profit electric, water, and natural gas utility, serving more than 12,000 customers within a community of over 23,000 people. Austin is located in Southeastern Minnesota approximately 12 miles north of the Iowa border, near Rochester and the famed Mayo Clinic, and approximately 100 miles south of the Twin Cities metro area.

How to apply: Please forward resume, cover letter and 2-3 business references to kimd@austinutilities.com.
EEO