



# Monthly Department Report

HUMAN RESOURCES

**August 2025**

## Department Stats / Key Performance Indicators

| HR Metrics                              |         |                      |                   |
|---|---------|----------------------|-------------------|
| Metric                                  | Target  | Previous Month Stats | August 2025 Stats |
| <b><i>Days to Post a Job</i></b>        | 5 Days  | 1.5                  | 2.5               |
| <b><i>Days to Provide Job Offer</i></b> | 5 Days  | 1                    | 1                 |
| <b><i>Time to Hire (City)</i></b>       | 30 Days | 22.74                | 34.42             |
| <b><i>Time to Hire (Police)</i></b>     | 70 Days | 36.95                | 36.95             |

## Major Project Updates

- The Human Resources Department held five (5) mandatory training sessions with Rcultures during the month of August.
- Interns finalized their summer internship program, and a ceremony was held with council where certificates were provided.
- The City was awarded the *Silver Level Well Workplace Award* for 2025 from the Wellness Alliance.

## Events

The Human Resources Department:

- Coordinated a series of employee appreciation events:
  - August 15<sup>th</sup>, 2025 – The City hosted an “Ice Cream Social” for all employees. Ice cream vendor traveled to three locations to accommodate as many employees as possible (City Hall, Police Station, and Doral Central Park).
  - August 26<sup>th</sup>, 2025 - The City catered a wonderful lunch at the Doral Cultural Arts Facility Center, for all employees to enjoy in honor of all their hard work and dedication to the City. During this event, the years of service awards were presented to employees who met their milestones.
  - August 27<sup>th</sup>, 2025 – Wellness Awards Lunch was hosted for the City’s wellness warriors who consistently attend and show their support during wellness events.



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### **Sponsorships/Grants**

- No information to report for the month of August 2025.

### **Administration**

- No information to report for the month of August 2025.

### **Other**

- Advertised six (6) job postings during the month of August 2025.
- The City received a total of 563 applications during the month of August 2025.



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| Department/Division Position Information  |                    |        |
|---|--------------------|--------|
| Department/Division                       | Approved Positions | Vacant |
| <b>Mayor &amp; Council</b>                | 13                 | 0      |
| <b>City Manager's Office</b>              | 6                  | 0      |
| <b>Division of Economic Development</b>   | 2                  | 1      |
| <b>Office of Inspector General</b>        | 1                  | 1      |
| <b>Public Affairs</b>                     | 9                  | 0      |
| <b>City Clerk</b>                         | 3                  | 0      |
| <b>Human Resources</b>                    | 10                 | 1      |
| <b>Finance</b>                            | 10                 | 0      |
| <b>Procurement &amp; Asset Management</b> | 5                  | 1      |
| <b>Information Technology</b>             | 22                 | 0      |
| <b>Planning &amp; Zoning</b>              | 11                 | 4      |
| <b>Police (Sworn)</b>                     | 188                | 24     |
| <b>Police (Non-Sworn)</b>                 | 70                 | 13     |
| <b>Building</b>                           | 42                 | 6      |
| <b>Code Compliance</b>                    | 15                 | 0      |
| <b>Public Works</b>                       | 47                 | 7      |
| <b>Transportation</b>                     | 4                  | 0      |
| <b>Stormwater</b>                         | 4                  | 2      |
| <b>G.O. Bond</b>                          | 3                  | 0      |
| <b>Parks &amp; Recreation (Full-Time)</b> | 65                 | 3      |
| <b>Parks &amp; Recreation (Part-Time)</b> | 238                | 41     |

### Notes:

*\*Inspector General reflects one (1) vacancy in the above chart. Please note that this is due to the Inspector General being brought on board as a contractor rather than an employee. Vacancy remains as it was approved in the budget as an employed position.*