



# Monthly Department Report

## HUMAN RESOURCES



### January 2025

#### Department Stats / Key Performance Indicators

HR Metrics			
Metric	Target	Previous Month Stats	January 2025 Stats
<b>Days to Post a Job</b>	5 Days	2.25	2.42
<b>Days to Provide Job Offer</b>	5 Days	3	3
<b>Time to Hire (City)</b>	30 Days	21.58	31.89
<b>Time to Hire (Police)</b>	70 Days	8	N/A

*\*Note: Time to Hire (Police) does not show any data for January as candidates for Police were not hired during the month of January.*

#### Major Project Updates

- Digitized pre-employment documents by utilizing Open Forms.

#### Events

The Human Resources Department:

- Coordinated for “OnSpot Dermatology” to come onsite on January 31, 2025. Employees were able to conveniently meet with a dermatologist, and appointments were managed by the Human Resources Department.

#### Sponsorships/Grants

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

#### Administration

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

#### Other

- Advertised seventeen (17) job postings during the month of January 2025.
- The City received a total of 819 applications during the month of January 2025.



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<b>Department/Division Position Information</b>		
<b>Department/Division</b>	<b>Approved Positions</b>	<b>Vacant</b>
<i>Mayor &amp; Council</i>	13	0
<i>City Manager's Office</i>	5	2
<i>Division of Economic Development</i>	2	0
<i>Charter Enforcement</i>	1	1
<i>Public Affairs</i>	9	0
<i>City Clerk</i>	3	0
<i>Human Resources</i>	10	2
<i>Finance</i>	10	2
<i>Procurement &amp; Asset Management</i>	5	4
<i>Information Technology</i>	22	5
<i>Planning &amp; Zoning</i>	11	3
<i>Police (Sworn)</i>	191	34
<i>Police (Non-Sworn)</i>	68	15
<i>Building</i>	42	6
<i>Code Compliance</i>	15	1
<i>Public Works</i>	47	10
<i>Transportation</i>	4	0
<i>Stormwater</i>	4	1
<i>G.O. Bond</i>	3	0
<i>Parks &amp; Recreation (Full-Time)</i>	65	17
<i>Parks &amp; Recreation (Part-Time)</i>	200	83