



# Monthly Department Report

## HUMAN RESOURCES

**November 2025**

### Department Stats / Key Performance Indicators

HR Metrics			
Metric	Target	Previous Month Stats	November 2025 Stats
<b><i>Days to Post a Job</i></b>	5 Days	2.57	4
<b><i>Days to Provide Job Offer</i></b>	5 Days	1	1
<b><i>Time to Hire (City)</i></b>	30 Days	21.58	15.58
<b><i>Time to Hire (Police)</i></b>	70 Days	36.95	36.95

### Major Project Updates

The Human Resources Department:

- Coordinated meetings with Holiday Event Committee to finalize specifics of this year's employee holiday event.
  - Coordinated catering and entertainment for this year's employee Holiday Luncheon.
- Working to rebuild job descriptions for existing positions within the Human Resources Department, which will assist in restructuring to meet the needs of the department.

### Events

- Doral Wellness Program: Lunch and Learn session held on November 6<sup>th</sup>, 2025. *Topic: Macrame class on "Destressing."*
- Attended Councilman Pineyro's Job Fair at Miami Dade College, West Campus on November 19<sup>th</sup>, 2025.

### Sponsorships/Grants

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

### Administration

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

### Other



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- Created fifteen (15) job advertisements during the month of November 2025.
- The City received a total of 249 applications during the month of November 2025.

Department/Division Position Information		
Department/Division	Approved Positions	Vacant
<b>Mayor &amp; Council</b>	13	0
<b>City Manager's Office</b>	6	1
<b>Capital Improvements Projects Division</b>	4	1
<b>Public Affairs</b>	11	1
<b>City Clerk</b>	3	0
<b>Human Resources</b>	13	3
<b>Finance</b>	10	0
<b>Procurement &amp; Asset Management</b>	5	0
<b>Information Technology</b>	23	3
<b>Planning &amp; Zoning</b>	12	5
<b>Police (Sworn)</b>	191	28
<b>Police (Non-Sworn)</b>	73	16
<b>Building</b>	42	6
<b>Code Compliance</b>	16	3
<b>Public Works</b>	48	5
<b>Transportation</b>	4	0
<b>Stormwater</b>	4	2
<b>Parks &amp; Recreation (Full-Time)</b>	73	10
<b>Parks &amp; Recreation (Part-Time)</b>	238	36