



Monthly Department Report

HUMAN RESOURCES

May 2026

Department Stats / Key Performance Indicators

HR Metrics			
Metric	Target	Previous Month Stats	May 2026 Stats
<i>Days to Post a Job</i>	5 Days	2.5	1.50
<i>Days to Provide Job Offer</i>	5 Days	1	1
<i>Time to Hire (City)</i>	30 Days	24.32	37.68
<i>Time to Hire (Police)</i>	70 Days	57.79	57.79

Major Project Updates

The Human Resources Department:

- Continues to work with Paycom on potentially automizing interview process through their system.
- Continues to work on launching the employee recognition program through Assembly.

Events

- HR Coordinated an employee Mother's Day event on May 8th, 2026, to celebrate all mothers and provided coffee and pastries.
- Attended an Employer Institute training that was hosted by Florida International University on May 13th, 2026. The training was comprised of informational sessions regarding AI in the workplace, Internships, how to use Handshake to better engage students, and how employers can tailor their approach when recruiting students.
- On May 14th, 2026, the Human Resources Department coordinated a Lunch and Learn session for employees through the City's Wellness Program. This Stress Management session was hosted by *La Succenta*, which consisted of planting intentions with plants.
- On May 21st, 2026, HR attended the Public Service Conference hosted by Florida International University. Only Government agencies were invited and had the



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opportunity to engage with students who had an interest in pursuing careers in government.

- On May 21st, 2026, HR also attended the 2026 Top Employer in South Florida Recognition by Sun Sentinel Florida, where the City of Doral was presented with an award as “Top Employer.”
- On May 27th, 2026, the HR Department attended a Job Fair hosted by Congresswoman Maria Elvira Salazar at the Miami Dade College-Padron Campus.

Sponsorships/Grants

- No information to report for the month of May 2026.

Administration

- Human Resources worked on the following RFP’s on behalf of the City:
 - **RFP 2026-12 Broker-Agent of Record for Employee Health Benefits and Insurance Services**
 - Deadline to Submit Questions at 5:00 PM on 05/05/2026
 - Deadline for RFP Submittals & Date of Opening at 2:00 PM on 05/14/2026
 - **RFP 2026-17 Insurance Brokerage and Risk Management Services**
 - Pre-Proposal Meeting at 10:00 AM on 05/12/2026
 - Deadline for Written Questions at 3:00 PM on 05/21/2026
 - Deadline for RFP Submittals & Date of Opening at 2:00 PM on 05/29/2026

Other

- Created eighteen (18) job advertisements during the month of May 2026.
- The City received a total of 503 applications during the month of May 2026.



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Position Information		
Department/Division	Approved Positions	Vacant
Building	43	8
Capital Improvement Projects Div.	4	0
City Manager's Office	6	1
Code Compliance	16	2
Finance	10	0
Human Resources	13	3
Information Technology	23	1
Mayor & Council	13	0
Office of the City Clerk	3	0
Parks & Recreation (Full-Time)	73	7
Parks & Recreation (Part-Time)	238	44
Planning & Zoning	12	1
Police (Sworn)	191	18
Police (Non-Sworn)	71	12
Procurement & Asset Mgt.	5	0
Public Affairs	11	0
Public Works	49	9
Stormwater	4	1
Transportation	4	0



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June 2026

Department Stats / Key Performance Indicators

HR Metrics			
Metric	Target	Previous Month Stats	June 2026 Stats
<i>Days to Post a Job</i>	5 Days	1.50	2.33
<i>Days to Provide Job Offer</i>	5 Days	1	1
<i>Time to Hire (City)</i>	30 Days	37.68	37.68
<i>Time to Hire (Police)</i>	70 Days	57.79	57.79

Major Project Updates

The Human Resources Department:

- Continues to work on release of Assembly Platform.
- Coordinating employee appreciation summer events.

Events

- On June 12th, 2026 the Human Resources Department hosted the annual Employee Health Fair event in the Cultural Arts Center.
- On June 25th, 2026 the Human Resources Department coordinated a Lunch and Learn session for employees through the City's Wellness Program. This was a "World Cup Edition" session that was enjoyed by all employees in attendance.

Sponsorships/Grants

- No information to report for the month of June 2026.

Administration

- Human Resources worked on the following RFP's on behalf of the City:
 - **RFP 2026-12 Broker-Agent of Record for Employee Health Benefits and Insurance Services**
 - Evaluation Committee Meeting – Phase I at 2:00 PM on 06/10/2026
 - **RFP 2026-17 Insurance Brokerage and Risk Management Services**
 - Evaluation Committee Meeting – Phase I at 3:00 PM on 06/10/2026



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Other

- Created nine (9) job advertisements during the month of June 2026.
- The City received a total of 323 applications during the month of June 2026.

Position Information		
Department/Division	Approved Positions	Vacant
Building	43	7
Capital Improvement Projects Div.	4	0
City Manager's Office	6	1
Code Compliance	16	2
Finance	10	0
Human Resources	13	2
Information Technology	23	1
Mayor & Council	13	0
Office of the City Clerk	3	0
Parks & Recreation (Full-Time)	73	7
Parks & Recreation (Part-Time)	238	64
Planning & Zoning	12	1
Police (Sworn)	191	19
Police (Non-Sworn)	71	12
Procurement & Asset Mgt.	5	0
Public Affairs	11	1
Public Works	49	9
Stormwater	4	1
Transportation	4	0