



Job Announcement

Position: **Human Resources Generalist**
Date Posted: August 4, 2020
Filing Deadline: August 21, 2020

Applicants must apply (application available at www.dphealth.org) and submit information to:

Del Puerto Health Care District
875 E Street, P. O. Box 187
Patterson CA 95363
Phone (209) 892-8781
FAX (209) 892-3755
Email: HR@dphealth.org

Basic Information:

Del Puerto Health Care District has been serving the community since 1949, insuring that all aspects of the health continuum are considered for the communities of west Stanislaus County.

The District's primary mission is to provide the highest quality health care services through Patterson Ambulance and Del Puerto Health Center, while expanding the healthcare availability to the citizens of the Del Puerto Health Care District.

Human Resources Generalist Position

Compensation:

\$48,044 - \$64,761 (Hourly, Non Exempt) full time compensation: depending on experience.

Required Qualifications:

- Minimum Education: Associates degree or equivalent from Two-year College or Technical School
- Minimum Experience Required: Three to five years in Human Resources, HR regulations, and compliance preferred.
- Skills Required: Should be proficient with Microsoft Office Suite and QuickBooks software. Good Communications skills, both written and verbal. Detailed orientated.

Preferences:

- Familiar with healthcare setting
- Bilingual Spanish speaking is a plus.

Benefits:

Eligible employees will receive benefits which include Medical, Dental and Vision, Paid Time Off, Extended Sick Leave, Group Life Insurance, and Retirement Plan with 3% company contribution plus a 50% company match to optional employee contributions of up to 6%.

All offers of employment are contingent upon passing background, drug, and alcohol screening.

Del Puerto Health Care District is an Equal Opportunity Employer.

In accordance with Federal law and U.S. Department of Agriculture policy, this institution is prohibited from discriminating on the basis of race, color, national origin, sex, age or disability. (Not all prohibited bases apply to all programs). To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, 1400 Independence Avenue, S.W. Washington, D.C. 20250-9410, or call (800) 795-3272 (voice), or (202) 720-6382 (TDD).

A Public Entity Providing Health Care Services