City of Lauderhill

City Commission Chambers at City Hall
5581 W. Oakland Park Blvd.
Lauderhill, FL, 33313
www.lauderhill-fl.gov

File Details

File Number: 24R-5896

File ID: 24R-5896	**Type:** Resolution	**Status:** Agenda Ready
Version: 1	**Reference:**	**In Control:** City Commission Meeting
		File Created: 09/19/2024
File Name: Benefits and Risk Administrator		**Final Action:**

Title: RESOLUTION NO. 24R-09-236: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAUDERHILL CREATING THE NEW JOB POSITION OF BENEFITS AND RISK ADMINISTRATOR; APPROVING THE JOB DESCRIPTION FOR THE NEW POSITION OF BENEFITS AND RISK ADMINISTRATOR; PROVIDING FOR AN EFFECTIVE DATE (REQUESTED BY CITY MANAGER, DESORAE GILES-SMITH).

Notes:

Sponsors: Giles		**Enactment Date:**
Attachments: RES-24R-09-236-JOB-creation- Benefits & Risk Administrator.pdf, Benefits and Risk Administrator 2024.pdf		**Enactment Number:**
Contact:		**Hearing Date:**
* Drafter: Ekrempler@Lauderhill-fl.gov		**Effective Date:**

History of Legislative File

Ver-sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:

Text of Legislative File 24R-5896

RESOLUTION NO. 24R-09-236: A RESOLUTION OF THE CITY COMMISSION OF THE CITY OF LAUDERHILL CREATING THE NEW JOB POSITION OF BENEFITS AND RISK ADMINISTRATOR; APPROVING THE JOB DESCRIPTION FOR THE NEW POSITION OF BENEFITS AND RISK ADMINISTRATOR; PROVIDING FOR AN EFFECTIVE DATE (REQUESTED BY CITY MANAGER, DESORAE GILES-SMITH).

Request Action:
Requesting City Commission approval for the addition of a new job description for Benefits and Risk Administrator to assist in the administration of all benefits and risk management aspects of the Human Resources Department.

Need Summary Explanation/ Background:
The addition of the job description would allow for the Department to operate efficiently and meet the needs of all City employees.

Cost Summary/ Fiscal Impact:
Budgeted position.

Attachments:
#1 Benefits and Risk Administrator

Budget Code Number(s): 001-162

Procurement Information: [check all that apply]
[   ] RFP/Bid   [   ] Emergency Purchase   [   ] SBE
[   ] Proposal/Quote   [   ] State Grant Funds   [   ] Local
Preference
[   ] Piggyback Contract   [   ] Federal Grant Funds
[   ] Sole Source   [   ] Matching Required