



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:
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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]

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|--|--|--------------------------------|
| <input type="checkbox"/> RFP/Bid | <input type="checkbox"/> Emergency Purchase | <input type="checkbox"/> SBE |
| <input type="checkbox"/> Proposal/Quote Preference | <input type="checkbox"/> State Grant Funds | <input type="checkbox"/> Local |
| <input type="checkbox"/> Piggyback Contract | <input type="checkbox"/> Federal Grant Funds | |
| <input type="checkbox"/> Sole Source | <input type="checkbox"/> Matching Required | |