

**Deputy Equal Employment Opportunity Compliance &
Workforce Diversity Coordinator**

City of Niagara Falls

Immediate opening for a full time specialized support position involving assisting in efforts to further workplace diversity & equal employment opportunities; assisting in investigating & resolving employee complaints of discrimination; and collecting and maintaining records and data to coordinate & monitor activities. Minimum Quals: BA Degree & three (3) yrs of professional experience in either manpower development or training, equal employment, labor relations, minority recruitment, or experience involving the investigation of claims, complaints, or incidents or AS Degree & five (5) yrs. exp. Additional education beyond a BA degree may be substituted for experience on a year for year basis up to one (1) yr.

NOTE: A minimum of an AS Degree and 2 yrs. experience is required. Candidates must possess a valid NYS driver's license or demonstrate the ability to meet the transportation needs of the job, which may entail site visits to various City worksites locations as necessary. City residency required within 6 mos. of appt. This position will be filled on a provisional basis pending approval of non-competitive class by NYS Dept. of Civil Service.

Salary: \$35,000/yr. + fringe benefits

Website: www.niagarafallsusa.org

Resumes/Apps. accepted thru June 16, 2010

City of Niagara Falls

Human Resource Department

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