



City of Rocklin

Risk & Benefits Analyst I/II

\$69,382 - \$105,574 DOQ

Applications accepted until June 23, 2021

THE POSITION

Join Team Rocklin and bring your initiative and creativity to pursue the opportunity to build programs and develop new processes in the assigned functional areas which include a City-wide return to work program and a comprehensive pre-employment medical program. You will also provide professional human resources support and services to City departments. Areas of professional support include risk management, benefits administration, leave management, and disability administration.

You will have the opportunity to coordinate and oversee workers' compensation claims management including monitoring accepted claims and providing information to claimants, attorneys, and the workers' compensation carrier. You will also manage claims to encourage impacted employees return to employment where possible. You will serve as a consultant to City departments and employees on Risk Management problems and communicate regularly with internal and external parties to maximize the effectiveness and efficiency of assigned programs and activities, minimize risk, and advise of claim developments.

This position will also administer the City-wide employee benefits program. Your knowledge of medical and disability leave laws will be utilized to administer and oversee related processes to ensure the City is in compliance.

Minimum Requirements:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Risk and Benefits Analyst I - Equivalent to a bachelor's degree from an accredited four-year college or university in human resources management, business or public administration, industrial engineering, behavioral science, or a closely related field; and two (2) years of increasingly responsible para-professional experience in risk management or benefits administration, preferably in the public sector.

Risk and Benefits Analyst II - Equivalent to a bachelor's degree from an accredited four-year college or university in human resources management, business or public administration, industrial engineering, behavioral science, or a closely related field; and two (2) years of professional experience in risk management or benefits administration equivalent to the duties performed by a Risk and Benefits Analyst I with the City of Rocklin.

To view the full job description please visit <https://www.rocklin.ca.us/job-descriptions>

TEAM ROCKLIN CULTURE

As an organization, the City of Rocklin is dedicated to maintaining a high standard of service, a collaborative team environment, innovative ideas, transparency, and on-going training and development. Team Rocklin takes pride in serving the citizens and maintaining a safe and thriving community. Rocklin team members appreciate the strong support they receive from the citizens who respect and value what they do to keep the City a great place to live, work and play. Working at the City of Rocklin, you can see firsthand the strong sense of community and high standard of service. Rocklin continues to be an innovative leader that is creating its own identity by challenging the status quo. Team Rocklin members are capable experts in their fields, who work together to accomplish the strategic objectives set forth by the City Council.

ROCKLIN COMMUNITY

The people who live and work in the City of Rocklin are the heart of the community and have built a special place for residents and visitors. Rocklin is a preferred location for business and living due to its convenient location, excellent schools, diverse mix of housing, abundant parks and recreational opportunities, and the highest commitment to public safety. Rocklin was recently named as one of top 100 Cities to live in America by Money Magazine, and was named the best place in Placer County to raise a family by Niche.com. Rocklin's outstanding educational system includes Rocklin Unified, one of the top-ranked unified school districts in the state, as well as Sierra College, ranked first in Northern California for transfers to UC and CSU universities and William Jessup University, a fast growing private, 4-year university.

The City of Rocklin is located in South Placer County at the intersection of Interstate 80 and State Highway 65, and is characterized by rolling hill terrain with 360-degree panoramic views of the Sierra Nevada Mountains to the northeast and to the Sutter-Butte mountain range to the west. With an estimated population of 70,000 people, Rocklin is one of the fastest growing cities in California, with approximately 65% of its growth since 2000. Rocklin was first recognized as a destination along the transcontinental railroad in 1864, about the same time granite mining began. The City was incorporated in 1893 during the heyday of railroad and granite mining activity. By 1910, 22 quarries operated in Rocklin, and in 1912, nearly 2,000 train carloads of granite were sent out of town to become part of the state capitol building and buildings in San Francisco.



BENEFITS

Medical

A variety of plans are offered through CalPERS. The City contributes up to \$1,200 per month to active employees, and the employee pays the difference.

Dental and Vision

City-paid for employee and dependents.

Leave Accruals

Management Leave: Up to 48 hours per year

Sick Leave: 12 sick days per year

Vacation: 15 days first year, progresses up to 27 days based upon years of service

Holidays: 10 paid holidays per year

Retirement

CalPERS (in accordance with Public Employees' Retirement Law)

2% @ 62 (PEPRA): Hired on or after January 1, 2013 with no prior membership with a California public retirement system or not eligible for reciprocity.

2% @ 55 (Classic): Current CalPERS members or former CalPERS members without a break of service of more than 180 days.

Retiree Medical

The City contributes up to \$1,200 per month for post-retirement medical insurance premium costs.

Applicants are encouraged to apply online. This recruitment will accept applications until June 23, 2021.

Applicants must submit a complete application and respond to the supplemental questions.

Applicants will be screened against the minimum qualifications. Those who qualify may be further screened to identify the best qualified candidates.

[APPLY HERE](#)



The City of Rocklin is an Equal Opportunity Employer and encourages applicants from diverse backgrounds to apply. Many job classifications require a pre-employment medical screening. Depending on the job classification, medical screening may include testing for drugs, including but not limited to marijuana; a positive test may result in revocation of an employment offer.