

# Overview

The Human Resources Division is a service-oriented division organizationally structured under the City Manager’s Office responsible for administering the City's Human Resources Programs.

- Employee benefits and wellness
- Employee and labor relations
- Recruitment and applicant employment processing
- Position classification and compensation
- General employee pension (FRS)
- Workers compensation
- Payroll administration
- Coordination of employee training
- Claims processing and coordination for property and liability accidents and losses

The City of Holly Hill is an Equal Opportunity and Drug-Free Workplace Employer and it is the policy of the City not to discriminate against any person in recruitment, appointment, training, promotion, retention, or any personnel action solely on the basis of race, color, religion, sex, national origin, age, disability, pregnancy and genetic information or status as a covered veteran in accordance with applicable federal, state and local laws. In compliance with the American Disabilities Act, the City will provide reasonable accommodation to qualified individuals with disabilities.

Equal Employment Opportunity Plan - City 372.31 KB
E-Verify - English & Spanish - Federal 1.2 MB
Know Your Rights - Federal 439.75 KB
Polygraph Protection Act - Federal 120.14 KB

OSHA - Federal 940 KB

Right To Work - English & Spanish - Federal 322.73 KB

Uniform Services Employment Rights Law - Federal 310.23 KB

Minimum Wage Law - Federal 143.06 KB

Discrimination Prohibition Law - Florida 153.82 KB

Minimum Wage Notice - Florida 155.56 KB

Reemployment Assistance Law - Florida 32.96 KB

Equal Opportunity Law - Florida 210.52 KB

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