

EEO Compliance & Workforce Diversity

Coordinator

**City of Niagara Falls
IMMEDIATE OPENING**

Full time position involving responsibility for ensuring equal employment opportunities for qualified job applicants, employees, & City residents; devising plans to further workplace diversity; investigating complaints; acting as a liaison with Human Rights Commission, State & Federal Authorities. Also acts as the City's ADA Coordinator Min. Quals.: BA & 7 yrs. professional experience involving either personnel admin., manpower development or training, personnel placement and counseling, equal employment, labor relations, or minority recruitment; or exp. involving the investigation of claims, complaints, or incidents; or a satisfactory combination of training & experience. City residency required within 6 mos. of appointment.

Salary: \$45,000/yr. + fringe benefits

Additional info. at Website: www.niagarafallsusa.org

Resumes/Apps. accepted thru Oct. 14, 2009

**City of Niagara Falls
Human Resource Department
Room 14 – City Hall
P.O. Box 69
Niagara Falls, NY 14302-0069
FAX 716-286-4352
Roberta.sitzman@niagarafallsny.gov**

E.O.E.