



## City of Plano Employment Opportunity

For general inquiries about the role, please contact Andrea Cockrell at (972) 941-5116.

Visit [www.plano.gov/employment](http://www.plano.gov/employment) to apply (job posting 217325, Human Resources Analyst)

### Human Resources Analyst – Benefits \$46,322 – \$74,048 (based upon qualifications)

The City of Plano is seeking a team member for a newly approved Human Resources Analyst to help support employee benefits and retirement benefits. The City of Plano has approximately 700 retirees and 2,200 benefits eligible employees. This new Human Resources Analyst will work in tandem with the two other Human Resources Analysts in the benefits division to support the employees and retirees. The work environment is fast paced, challenging and rewarding. The HR Analyst will help continue to foster the City's desire to have competitive, affordable and sustainable benefits that are of value to our employees and retirees and that are simple to understand.

**Education:** Associates degree in Business or Human Resources Management or related field.

**Experience:** Two (2) years of employee or retiree benefits related experience.

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