



# County of Los Angeles

## Selection Research Recruitment

### About the County:

The County of Los Angeles is the most populous County in the United States with over 10 million residents. It is rich in cultural diversity and home to major museums, theatres, the motion picture industry, several major universities, and numerous five star restaurants. Besides the mountains, deserts and the beautiful Pacific Ocean, some of the world's finest urban recreational attractions are freeway close. This is Southern California at its finest.

### Recruitments:

The County of Los Angeles is currently recruiting for TWO selection research professionals.

### **Administrative Services Manager III – Test Research**

Salary: \$74,115 – \$111,172 (plus exceptional benefits)  
(well qualified candidates could start above the minimum)

The position functions as a Manager in the Administrative Services Division of the Sheriff's Department and supervises a team of analysts engaged in providing professional test development services which includes serving as the in-house selection expert, developing a wide variety of selection tools, conducting validation studies, training technical and non-technical staff, statistical analysis which may include analysis of operations, etc.

### Selection Requirements:

Master's degree or higher in Industrial/Organizational Psychology or Psychometrics from an accredited college or university AND three years of full-time paid professional experience in personnel research relating to employee selection and test validation. Two years of the required experience must have been in the technical and administrative supervision of staff performing personnel research relating to employee selection and test validation.

### **Human Resources Analyst III – Test Research**

Salary: \$60,466 – \$75,118 (plus exceptional benefits)

The position functions as a member of a team of selection research professionals who serve as internal consultants to line departments. The position may engage in developing a wide variety of selection tools, conducting validation studies, working with team members to develop selection research IT projects, conducting unique selection research that advances the practice at the County, training non-technical staff, developing system-wide HR initiatives that may relate to retention and recruitment. The position reports to a Principal HR Analyst who leads the Test Research Unit.

Selection requirements: Bachelor's degree or higher in Industrial/Organizational Psychology, Psychometrics or a closely related field from an accredited college or university AND two years of full-time paid professional experience in personnel research relating to employee selection and test validation.

Benefits:

The County of Los Angeles provides an excellent benefits package that allows employees to choose benefits that meet their specific needs. The package includes:

**Retirement Plan** - The successful candidate may choose either a contributory or non-contributory defined benefit plan.

**MegaFlex Benefit Plan** - Benefits may be purchased using a tax free monthly benefits allowance of 14.5% - 17% of the employee's monthly salary. If the monthly cost of the benefits selected is less than the monthly allowance, the employee receives the difference as additional taxable pay. Benefits available through MegaFlex include medical, dental, disability, life and AD&D insurance, annual leave, and health and dependent care spending accounts.

**Savings Plan (401k)** - Optional tax-deferred income plan that includes a County match up to 4% of employee's salary.

**Deferred Compensation Plan (457)** - Optional tax-deferred income plan that includes a County match of up to 4% of employee's salary.

**Leave Time** - Instead of traditional sick and vacation leave, employees earn 10 days of annual leave per year and may buy up to 20 additional days of annual leave.

**Holidays** - 11 days per year.

Contact Us:

For more information about these positions and the application process, please visit us online at <http://dhr.lacounty.info/> or in-person at:

Department of Human Resources  
Employment Information Services Office  
3333 Wilshire Boulevard, Suite 100  
Los Angeles, CA 90010

**THE COUNTY OF LOS ANGELES IS AN  
ACTIVE EQUAL OPPORTUNITY EMPLOYER**