
Human Resources Department

Anchorage: Performance. Value. Results.

HR Department Mission

Our mission is to nurture and empower the Municipality of Anchorage's human resources through a dual focus on the Employee Life Cycle and the Labor Relations Strategic Function. We hold ourselves accountable, ensuring that every action resonates with the citizens we serve. Guided by unwavering integrity and a commitment to excellence, we manage the entire spectrum of human resources—from recruitment to departure. Our approach is rooted in equity and equal opportunity, celebrating diversity, fostering inclusivity, and driving innovation. By exceeding expectations, we create a positive impact on our communities, building a stronger, more vibrant future for all.

HR Department Core Services

Our department delivers a comprehensive range of core services focused on accountability and Excellence: We align positions with industry standards and internal structures for an effective organization. Through these services, we uphold our commitment to deliver meaningful results for citizens while maintaining accountability and integrity in all operations.

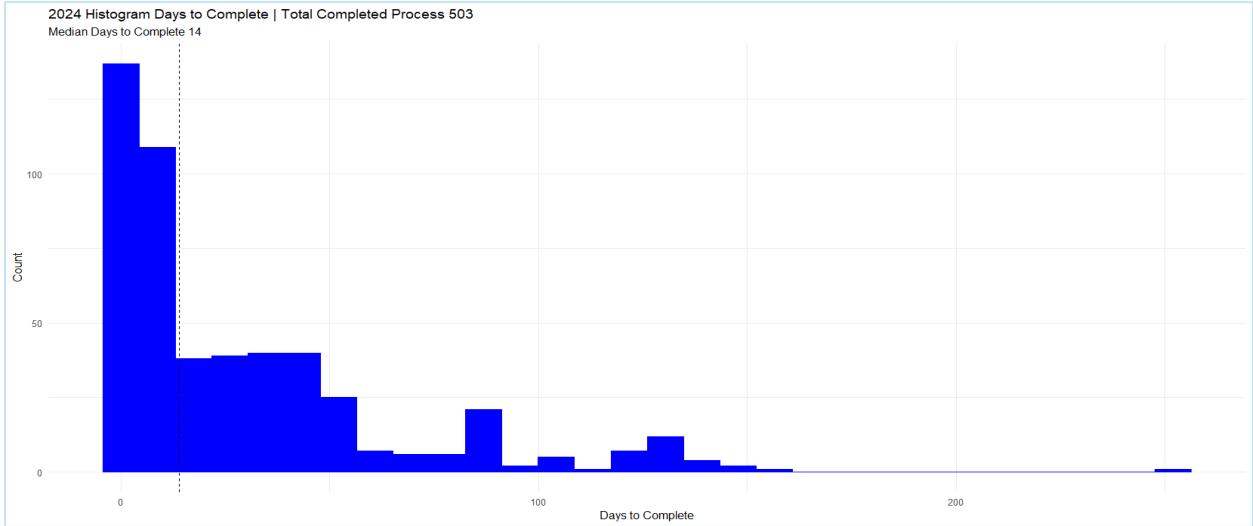
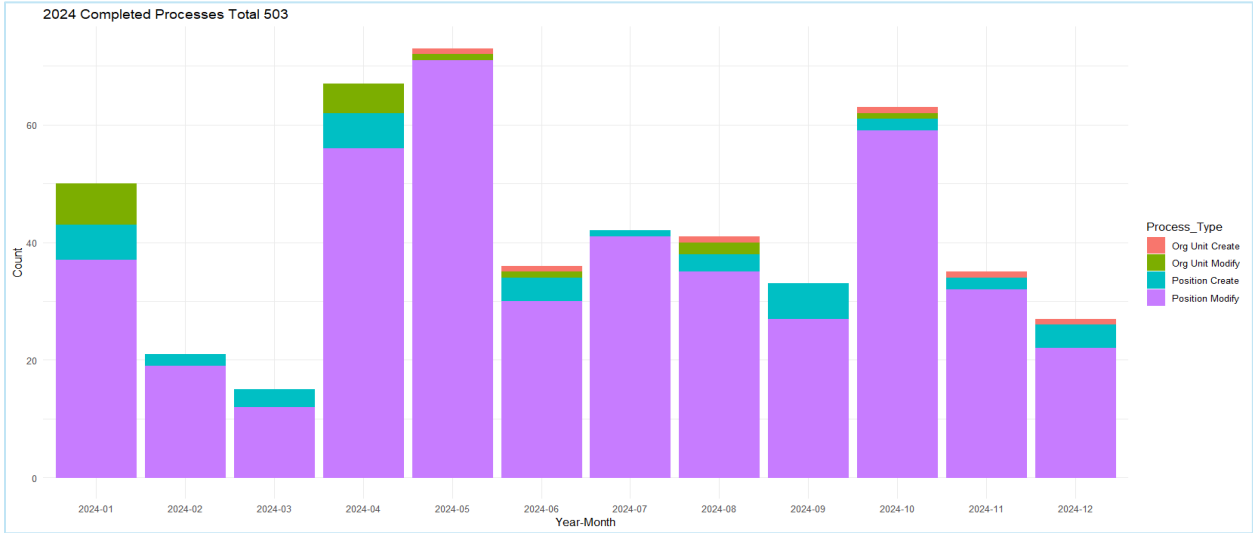
- **Recruitment:** We carefully manage recruitment, prioritizing fairness and transparency in selecting top candidates.
- **Payroll:** Ensures timely and accurate payroll processing, and ensures all governmental payroll required reporting and payments are done accurately and on time.
- **Classification:** We align positions with industry standards and internal structure for effective organization.
- **Labor/Employee Relations:** Fostering positive workplace dynamics, we resolve conflicts and promote harmony.
- **Supervisor Development:** Equipping supervisors with effective leadership skills through tailored training.
- **Compensation:** Designing and/or collectively bargain fair and competitive compensation structures to attract and retain talent.
- **Customer Support:** Proactively addressing concerns and facilitating solutions for both the employees and management.
- **Strategic Planning:** Aligning human resources initiatives with municipal and organizational goals for impactful outcomes.

Classification Division
Human Resources Department
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Performance Measure #1

Workflow Process Completion and Timeliness

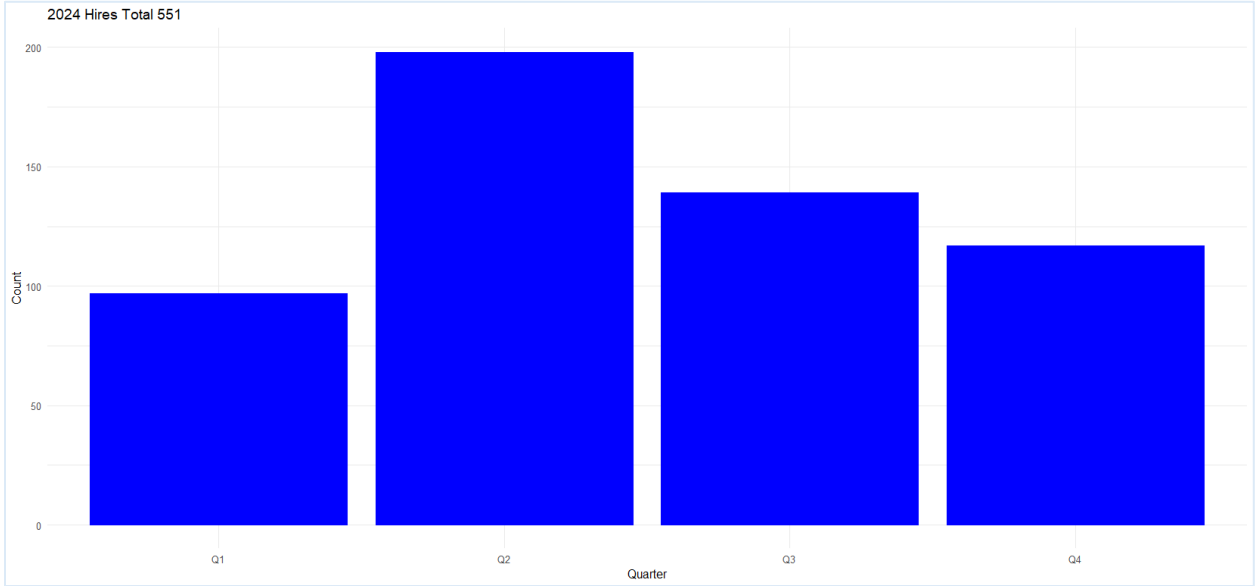
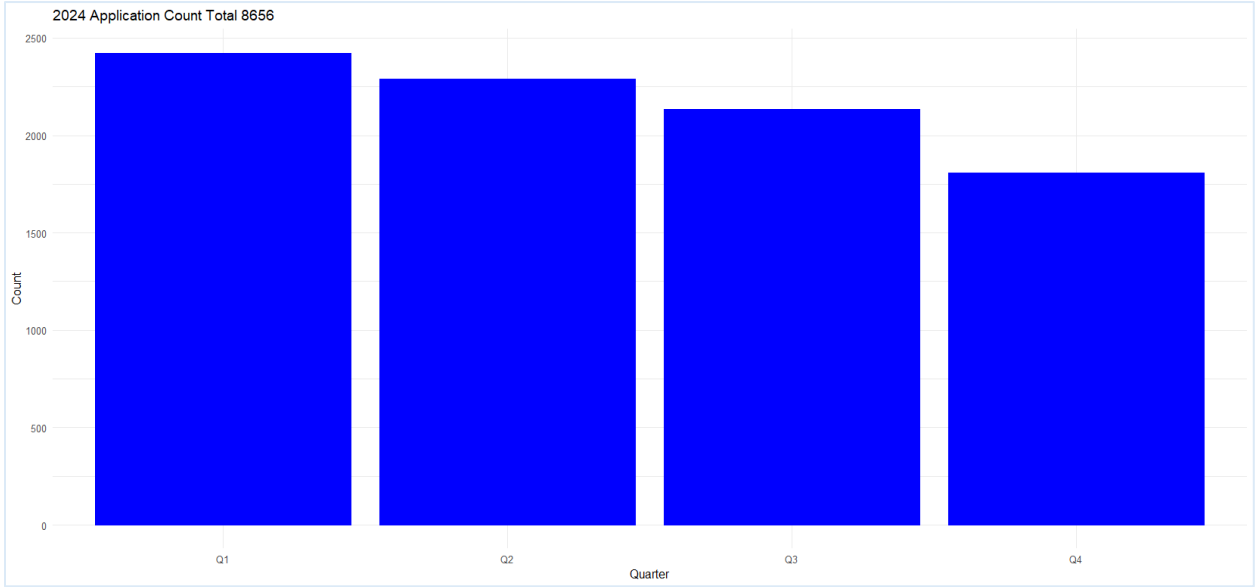
Process Type	Count	Median Days to Complete
Org Unit Create	6	2.5
Org Unit Modify	17	32
Position Create	39	28
Position Modify	441	8
Total	503	14



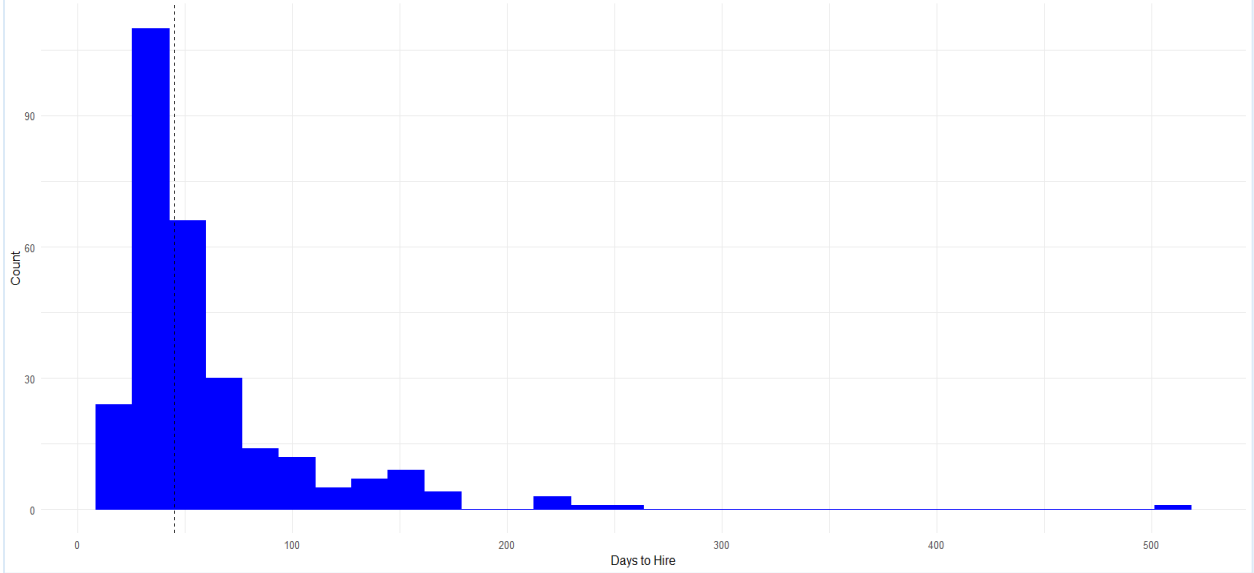
Employment Division
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Performance Measure #1

Hires and Timeliness



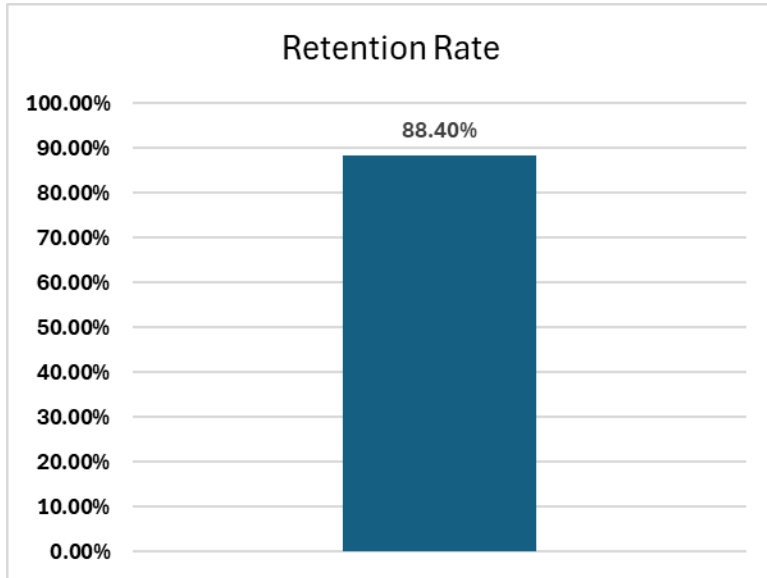
2024 Days to Hire Regular Employees | 287 Observations | Median Days to Hire 45
(Police Officer & Firefighter hires excluded)



Employee Relations Division
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Performance Measure #1

Gross Retention Rate (Percentage of employees who were employed on the first of the year and also employed on the last day of the year.)



Performance Measure #2

Separations

Action Type	Action Reason	Count
Involuntary Separation	Administrative Separation	6
	Death	3
	Discharge for Cause	3
	Mayor Release	15
	Probationary Separation	21
	Subtotal	48
Voluntary Separation	Another Job	33
	Disability	1
	Personal	9
	Quit No Notice	12
	Resignation	146
	Retirement	59
	Subtotal	260
	Grand Total	308