

Join our Team



Our Mission Statement

We are dedicated to ensuring a sustainable quality of life by protecting the health, safety, and resiliency of our community and environment.



A Career in Operations

Human Resources / Administration

Human Resources Manager
HR Administrative Officer
HR Program Assistant
HR Administrative Aide
Management Assistant
Office Assistant
Public Information Officer

Fiscal

Accounting Manager
Principal Accountant
Accountant
Accounting Technician
Sr. Accounting Assistant

Information Systems

Information Technology Manager
Systems Administrator Supervisor
Systems Administrator
GIS Analyst
Geographic Information System Specialist
Web Designer
Accela Product Administrator
Accela System Administrator
Accela Technician

Resource Management Agency/Operations

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Ventura, CA 93009-1700
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County of Ventura

Resource Management Agency

Operations Division



COUNTY of VENTURA
Resource Management Agency



Welcome to Operations

The Division of Operations is responsible for Agency administration and provides central services that include accounting and fiscal support, personnel administration, IT support, Geographic Information System (GIS), Web and Graphic services.



General Administration

Operations provides managerial and administrative functions involving the interpretation, communication, and administration of the County's administrative policies and procedures.

Human Resources Management

Human Resources staff provide a broad array of management and employee services including, but not limited to, recruitments, absence management / return to work, County benefits, labor relations, ergonomics, and training. These decentralized HR services ensure the Agency is in compliance with County policy as defined by the County's Personnel Rules and Regulations, Memoranda of Agreement, and all applicable federal and state laws and court decisions.

Fiscal Services

The Fiscal Section is responsible for fiscal and accounting services and is responsible for several key functions including: Budget and Finance, General Accounting, Services Billing, Payroll, Financial Reporting, Rate & Fee Calculations, and Grant Accounting.

Information Technology

Information Technology is responsible for managing and maintaining the Agency computer systems. This section provides user support, training, and problem-solving; procures computer equipment and software; researches, tests, evaluates, implements, and supports new systems and applications; develops applications, such as databases and websites; develops "eGovernment" services; develops unified data systems from a myriad of single-use systems for GIS, web-based data access, and data sharing; and manages Accela Automation, an Enterprise-wide land use system.

