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# Example of Labor Relations Manager Job Description

Our growing company is looking for a labor relations manager. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for labor relations manager

* Assist in the development of systems to monitor the effectiveness of policies, procedures and practices
* Conducts union awareness training during union campaigns
* Assist and support the development of positive employee relations
* Participate in the development and execution of Labor and Employee Relations strategies
* Work collaboratively with peers and business leaders to create and maintain an environment that delivers positive employee relations and increase employee engagement
* Prepare, coordinate and assist with Company pre-negotiations collective bargaining strategy and the internal economic approval request process
* Providing oversight during construction on all assigned construction projects
* Consults with employees and managers to address root causes of human resources issues
* Serves on management collective bargaining team
* Conducts mentoring and training activities for staff

## Qualifications for labor relations manager

* Previous legal/labor relations experience preferred
* Must have good grammatical skills
* Five (5) to (8) years of hands on experince in the area of labor relations with specific background in grievance managment, arbitration, active participant as company representative at bargining table
* 5+ yrs HR experience in an organized construction environment
* Direct experience in dealing with unions, including management of grievances, arbitration cases, dispute resolution
* Experience in interpreting and communicating a Collective Bargaining Agreement