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# Example of Labor Relations Manager Job Description

Our innovative and growing company is looking for a labor relations manager. To join our growing team, please review the list of responsibilities and qualifications.

## Responsibilities for labor relations manager

* Analyze trends and metrics in partnership with HR group to develop solutions, programs, and policies to benefit the business unit
* Assist other functional work groups such as Compensations, Benefits, Staffing, in matters pertaining to union represented employees
* Perform as a strategic partner along with the rest of the plant management team
* Liaison with Corporate Human Resources team on various matters
* Support the Plant Manager, Area HR/IR Manager and Corporate Negotiator in contract matters
* Identify, investigate and resolve any employee relations issues at the plant
* Full-cycle talent acquisition responsibilities to include sourcing, screening, interviewing, selection, verification and offer management
* Developing and implementing onboarding programs for all hourly and salaried programs
* Organizational development activities to include active management of the site’s Succession Plan
* Evaluate the training needs of the facility and along with Corporate develop/design and roll-out a variety of training topics that will be benefit to the location and Division

## Qualifications for labor relations manager

* Post-graduate degree or JD preferred
* Successful candidate must possess excellent interpersonal & managerial skills with the ability to work both independently and in a team environment
* Must have the interpersonal skills and organizational savvy to effectively deal with all levels of the organization, from the union leadership
* Fully manage arbitration and external charge case loads
* Company representative at top step of grievance process
* Interface with all levels of Union officials diverse work groups and cross-functional teams