

JOB OPENING NOTICE

Position: BUSINESS REPRESENTATIVE
Morgan Hill
Salary: \$2,711.70 per week

Job Description:

The Business Representative is a person who represents the local union membership. Activities in which the Business Representative participates include negotiating on behalf of members; administering the collective agreement; resolving conflicts; organizing non-union workers; responding to inquiries and complaints; interpreting the collective agreement and applicable laws, legislation and regulations; servicing and educating the membership; conducting meetings; and promoting the trade union. The Business Representative also researches, prepares and presents submissions at various hearings, boards and appeal panels.

Minimum requirements:

- Must have 10 years experience working in the industry as a union Operating Engineer (may consider combination of union and industry experience if lack of qualified applicants)
- Must live in District 90 jurisdiction (i.e. Monterey, San Benito, Santa Clara & Santa Cruz Counties)
- Must be a member of OE3 in good standing
- Must possess basic computer literacy skills (i.e. keyboard, MS Office Suite)
- Must possess a valid driver's license

Business Representatives must be capable of performing duties:

- In high stress (crisis management) situations
- During irregular and extended hours
- While adapting to frequently changing laws, regulations, personnel and corporate philosophies
- Under all types of job-site conditions
- In an independent manner without support staff

Business Representatives must also be prepared to travel, using various modes of transportation in all types of weather conditions, to urban, rural and remote locations.

A Business Representative must believe in, and be loyal to the trade union movement. A highly motivated self-starter, he or she is professional in both attitude and appearance. This person must be dedicated, flexible and adaptable with a willingness to commit to continual learning. As a leader and decision maker, the Business Representative must demonstrate common sense, diplomacy and strong interpersonal skills. As a liaison person, excellent communication skills (written and verbal) are required – including a level of literacy capable of reading and interpreting legal documents. Due to the confidential nature of this work, discretion and integrity are mandatory.

Interested candidates should submit a resume to Human Resources, via email: jobs@oe3.org
Submissions must be **received by 5:00 pm on Monday, October 21, 2024.**