

Management/Labor Relations Consultant (Walnut Creek)

A highly successful management labor relations consulting firm, specializing in managing contractor associations for over 35 years is seeking a motivated professional to join our experienced team. Our firm negotiates and administers industry agreements, resolves labor and contractor issues, analyzes industry trends and manages a safety and legislative program.

This person will be trained to make an impact with our clients and will develop the expertise to make a significant contribution to our core mission.

Key Responsibilities:

- Advise clients based on applicable labor agreement provisions
- Review, prepare, and analyze labor contracts and agreements
- Organize, track, and administer labor negotiations
- Research, analyze and report construction data and market trends to industry stakeholders
- Track industry issues and update and prepare bulletins for publications to clients

Desired Qualifications and Experience:

- Bachelor's degree required; Master's degree preferred
- Project or program management experience
- Ability to take initiative and work both independently and in team settings
- Excellent written, verbal and interpersonal communication skills
- Strong analytical skills with high attention to detail and accuracy
- Problem solving ability
- Ability to take on high level of responsibility, initiative and accountability
- Ability to prioritize projects, meet deadlines and work effectively in a fast paced dynamic environment
- Professional integrity in all aspects of performance
- Proficiency in Microsoft Word, Excel and PowerPoint; Microsoft Access a plus

Competitive salary plus an excellent benefits package. Firm will provide extensive training.

Apply with resume and letter of interest via e-mail to careers@eainc.com

Background check will be performed if considered for position.

Please, no phone inquiries.