
Adjudications Officer Resume

Job Objective

Seeking an opportunity by filling an Adjudications Officer position to help the right organization boost productivity and benefits.

Highlights of Qualifications:

- Wide knowledge of employer-employee relationship policies and practices
 - Familiarity with practices and principles of the labour movement
 - In-depth knowledge of equity principles and social activism
 - Ability to research case law and interview witnesses from various backgrounds
 - Ability to review the information, interview applicants, and check applicant's references
 - Ability to interpret collective agreements and legal texts
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Professional Experience:

Adjudications Officer

Citizenship and Immigration Services, Ft Lauderdale, FL

August 2005 – Present Imparted guidance on policy matters.

Reviewed work associated with USCIS program activities.

Evaluated Bureau-wide impact and legislation.

Assessed program needs and executed management and program support work. Adjudications Officer

Immigration & Naturalization Services, Ft Lauderdale, FL

May 2000 – July 2005 Imparted interpretation of collective agreement.

Evaluated cases unresolved at last level of grievance process.

Formulated grievance cases and bargained grievance settlements.

Assessed arbitration and adjudication decisions.

Aided in outlining training and development courses.

Education:

Bachelor's Degree in Law Enforcement

Wilberforce University, Wilberforce, OH

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