
Labor Relations Specialist Resume

Job Objective

To help the company grow and expand using my experience as Labor Relations Specialist. Years of experience in the field helps me to improve and to help the business grow and advance.

Highlights of Qualifications:

- Remarkable experience in human resource administration
 - Huge knowledge of managing with unions and collective bargaining agreements
 - Deep knowledge of handling grievances
 - Familiarity with SAP HRIS
 - Amazing ability to evaluate varied forms of data
 - Outstanding ability to draft legal memoranda
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Professional Experience:

Labor Relations Specialist
DTE Energy Company, Baltimore, MD
May 2006 – Present

- Acted as labor consultant.
- Handled resolution of problems.
- Scrutinized issues and represented company's position.
- Imparted interpretation of union contract provisions.
- Aided management in implementing innovative programs.
- Enhanced position papers based upon analysis data.

Labor Relations Specialist
Pacific Gas and Electric Company, Baltimore, MD
March 2003 – April 2006

- Coordinated with supervisor and aided second step of grievance procedure.
 - Administered joint committee and negotiated settlements.
 - Aided as area expert and imparted advice.
 - Carried out research and bargained local letters of agreement.
 - Collaborated on Labor-Management Committees.
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Education:

Bachelor's Degree in Human Resources Management
San Diego City College, San Diego, CA

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