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Careers

Labour Relations Specialist

Reference	1433982600
Work locations	Goffs (Nova Scotia, Canada)
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The position

Under the authority of the Atlantic Regional Manager of Labour Relations and Human Resources, the Labour Relations Officer is primarily responsible for coordinating all labour relations activities in the region. In this role, the specialist acts as a key resource for managers and provides support in the areas of labour-management relations, disciplinary investigations, labour relations issues, and the interpretation and application of collective agreements.

Key Responsibilities

- Coordinate and participate in various joint committees, including Labour Relations Committees, Grievance Boards and special meetings on operational and organizational issues.
- Participate in mediation, conciliation and dispute resolution processes to find mutually beneficial solutions.
- Coordinate and conduct disciplinary investigations on employee conduct, compliance with corporate policies and compliance with operational procedures.
- Advise managers on the appropriate and progressive application of disciplinary measures to address performance or conduct concerns, while ensuring compliance with collective agreements, company policies and applicable legislation.
- Provide advice and recommendations on the interpretation and application of collective agreements.
- Work with operational teams to develop practical and creative solutions that support operational objectives while respecting the negotiated framework.

Education, Experience and Qualifications

- Three (3) to five (5) years of relevant human resources or labour relations experience.
- Work experience in a unionized environment, preferably in a federally regulated workplace.
- Post-secondary education in human resources, industrial relations, business administration or related fields, or an equivalent combination of education and experience.
- Ability to manage multiple priorities and assignments in a rapidly changing environment.

Working Conditions

- Hybrid work model combining remote work and on-site presence at our Halifax office (YHZ).
- Continuing professional development and career advancement opportunities.
- Dynamic, fast-paced, and continuously evolving work environment.
- Casual trips to stations throughout the Atlantic region.
- Group Benefit Program and Group RRSP.

Job details

- Employment Type: Permanent
- Location: Halifax Airport
- Salary: $75,000 - $85,000 per year

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