



WASHINGTON STATE
"Your employer of choice"

Office of Financial Management
Olympia, Washington

NOW HIRING

This recruitment will be open until the position is filled.
Candidate screening will begin the week of April 2, 2018.

LABOR NEGOTIATOR, STATE HUMAN RESOURCES DIVISION

EXEMPT RECRUITMENT

The Office of Financial Management is a nonrepresented agency. If you previously have applied for a position and are interested in this position, please reapply.

Special note: In accordance with WAC 357-19-195, employees who left classified service to accept exempt employment have the right to return to the highest class of position in which the employee previously held permanent status, or to a position of similar nature and salary, provided the employee was not terminated from an exempt position for gross misconduct or malfeasance.

SALARY AND BENEFITS

Salary range of consideration is \$100,452 - \$105,084, plus a competitive [benefits package](#) that includes paid vacation and sick leave; health, life and disability insurance; retirement options; flexible work schedules; training opportunities; and leave for military service.

PROCESS

The top candidates will be contacted directly to interview for this position. Because the selection will be based on information provided by you, it is in your best interest to identify the knowledge, skills and abilities that address the mandatory and desirable qualifications described below.

Interested applicants should submit the following:

1. A letter of interest describing specific qualifications.
2. A current resume detailing applicable experience, education.
3. A list of at least three professional references with current telephone numbers.
4. Personal Data sheet
www.ofm.wa.gov/jobs/datasheet.doc.



Please send completed application packets by mail, fax or email to:

Office of Financial Management
Employee Services
PO Box 43113
Olympia, WA 98504-3113
Fax: 360-586-0051
Email: ofmhr@ofm.wa.gov

POSITION DESCRIPTION AND DUTIES

The Office of Financial Management (OFM), State Human Resources Division, Labor Relations Section is responsible for the negotiation and administration of all state general government and some higher education collective bargaining agreements, as well as agreements with several large non-employee bargaining groups.

The OFM Labor Relations Section has one opening for the position of Labor Relations Negotiator. The position serves as a lead negotiator responsible for developing and implementing Washington state government labor relations and collective bargaining policies and strategies. Duties include the following:

- As the governor's designee, negotiate comprehensive labor contracts between Washington state and exclusive representatives.
- Conduct comprehensive research and analysis in labor relations law, trends and best practices in support of labor negotiations.
- On behalf of state agencies/institutions, conduct labor relations activities with exclusive bargaining representatives.
- Advise, train and consult with agency/institution managers and labor relations staff on state labor relations policy, interpretation and application of collective bargaining agreements
- Create and deliver training to agency personnel in the areas of labor relations and contract administration.
- Participate in the development and administration of state labor relations policies and strategies that ensure consistency and uniformity.
- Represent the state on issues brought forward to the Public Employment Relations Commission, independent grievance arbitrators and interest arbitrators.

QUALIFICATIONS AND CORE COMPETENCIES

Preferred/desired qualifications

The ideal candidate will possess one or more of the following desired qualifications:

- Bachelor's degree or higher in human resources, business or public administration, or related field and five years of labor relations experience in government or private organizations, ideally three of which should be at a lead or senior level.
- A combination of private and public sector experience as a lead negotiator is highly desirable, as well as a knowledge of Washington state human resources management.

Knowledge/Skills/Abilities:

- Expert knowledge of labor contract negotiation practices and strategies, including practices and strategies necessary in challenging negotiations.
- Advanced knowledge of labor relations principles and practices, and labor and employment law, including case law and relevant arbitration awards.

- Advanced knowledge of principles and practices of effective human resource management.
- Strong analytical and organizational skills.
- Ability to work independently, yet able to lead teams and function as a part of a team.
- Commitment to customer service and public service.
- Ability to deliver training to a variety of audiences.
- Excellent communication skills in dealing with complex issues.
- Proficient in the use of various Microsoft Office Products (Word, Excel, Outlook, etc.).

Core competencies

- Excellent communication skills.
- Ability to maintain confidentiality.
- Demonstrated ability to solve problems using proven methods.
- Commitment to continuous process improvement.

The Office of Financial Management is an equal opportunity employer. We strive to create a working environment that includes and respects cultural, racial, and ethnic, sexual orientation and gender identity diversity. Women, racial and ethnic minorities, persons of disability, persons over 40 years of age, and disabled and Vietnam-era veterans are encouraged to apply. Persons needing accommodation in the application process, or who wish to receive this job announcement in an alternative format, may call 360-725-0158 or the Telecommunications Device for the Deaf: 711 Relay.