



# Department of Human Resources & Civil Service

## Job Announcement Please Post Conspicuously

Cheryl Dinolfo  
County Executive

Brayton McK. Connard, SPHR  
Director

**REVISED**

**TITLE:** LABOR RELATIONS MANAGER  
**SALARY:** \$77,699 - \$100,086 annually  
**LOCATION:** Monroe County Department of Human Resources

### **JOB SUMMARY:**

This is a professional position, located in the Monroe County Department of Human Resources, responsible for negotiating and interpreting all contracted agreements between Monroe County and recognized employee groups, and administering grievance procedures. The employee reports directly to, and works under the general supervision of, the Director of Human Resources. General supervision is exercised over professional and clerical employees. Does related work as required.

### **MINIMUM QUALIFICATIONS:** EITHER:

- (A) Graduation from a regionally accredited or New York State registered college or university with a Master's degree in Labor Relations or Public Administration or a Juris Doctor (Doctor of Jurisprudence) degree in Law plus three (3) years paid full-time or its part-time equivalent experience responsible for program management or administration of EITHER: interpreting and applying state, federal, or local laws, collective bargaining, or labor relations activities which must have involved staff supervision; OR,
- (B) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree in Labor Relations or Public Administration plus five (5) years paid full-time or its part-time equivalent experience responsible for program management or administration of EITHER: interpreting and applying state, federal, or local laws, collective bargaining, or labor relations activities, three (3) years of which must have involved staff supervision; OR,
- (C) Graduation from a regionally accredited or New York State registered college or university with a Bachelor's degree plus seven (7) years paid full-time or its part-time equivalent experience responsible for program management or administration of EITHER: interpreting and applying state, federal, or local laws, collective bargaining, or labor relations activities, three (3) years of which must have involved staff supervision; OR,
- (D) An equivalent combination of education and experience as defined by the limits of (A), (B), and (C) above.

### **SPECIAL REQUIREMENTS:**

Candidates for employment with Monroe County Government will be required to pass a pre-employment drug test, along with a background investigation. Failure to meet the standards may result in disqualification.

If you are appointed, you will be required to possess a valid license to operate a motor vehicle in New York State or otherwise demonstrate your capacity to meet the transportation needs of the position.

**RESIDENCY REQUIREMENT:**

Applicant must be a resident of Monroe County at the time of appointment.

**APPLY ONLINE OR SEND CIVIL SERVICE APPLICATION TO:**

MONROE COUNTY DEPARTMENT OF HUMAN RESOURCES  
COUNTY OFFICE BUILDING  
39 WEST MAIN STREET - ROOM 210  
ROCHESTER, NEW YORK 14614

**Posting Date:** April 28, 2017

**Posting Deadline:** **May 19, 2017**