

**City of New York**  
**DEPT OF ENVIRONMENT PROTECTION**  
**Job Vacancy Notice**

<b>Civil Service Title:</b> Director of Labor Relations ( <i>DEP</i> )	<b>Level:</b> M2
<b>Title Code No:</b> 06358	<b>Annual Salary:</b> \$85,000 - \$135,000
<b>Office Title:</b> Director Labor Relations	<b>Work location:</b> 59-17 Junction Blvd., Flushing NY
<b>Division/Work Unit:</b> Legal Affairs	<b>Number of Positions:</b> 1
<b>Hours/Shift:</b> 35Hours per Week/Day	<b>Agency Tracking #:</b> N/A

**Job Description**

Under the general supervision of the Deputy General Counsel, the Director of Labor Relations will direct all aspects of the Agency's Labor Relations program with overall responsibility for formulating and implementing agency-wide labor relations policy and enforcing all city-wide Labor Relations policy. The selected candidate will supervise a staff involved in the investigation and resolution of out-of-title grievances and improper practice proceedings, and all matters related to collective bargaining agreements, and will have regular dealings with union officials and representatives.

**Qualification Requirements**

A Baccalaureate degree and four years of progressively, responsible experience in the field of a labor relations; with at least 18 months in a managerial capacity and significant experience in the management of labor relations research impacting upon labor laws and labor legislation. A Juris Doctorate degree and experience in mediation, grievance proceedings, collective bargaining negotiation and impasse procedures are highly valued and will be given considerable weight.

A satisfactory combination of education and experience equivalent to the above. All applicants must have required 18 months of managerial experience as described above.

**Essential Skills**

Extensive knowledge of city-wide labor laws; EEO laws, rules and regulations. Ability to communicate orally and in writing with technical and non-technical personnel; broad experience in handling complex labor-management issues such as grievances, salary related issues and related labor relations issues; and skills in negotiation and dispute resolution.

**To Apply:**

Please submit 2 copies of your resume placing the JVN# on the upper right corner of your resume.

The JVN# is located at the lower right CORNER of this page.

NYC Department of Environmental Protection

Recruitment Office: 59-17 Junction Boulevard -18<sup>th</sup> Floor - Flushing - NY 11373-5108

*OR*

Via E-mail, please submit your resume in Adobe PDF or Microsoft Word  
placing the JVN# on the upper right corner of your resume as well as in the subject line to:

[Recruit@dep.nyc.gov](mailto:Recruit@dep.nyc.gov)

For more information about DEP, visit us at: [www.nyc.gov/dep](http://www.nyc.gov/dep)

Residency restrictions apply to this position

Appointments are subject to OMB approval

<b>Post Date:</b> 6/20/2011	<b>Post Until:</b> 7-5-2011	<b>JVN:</b> 826-11-87863-LA
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**The City of New York is an Equal Opportunity Employer.**