

JOB OPENING NOTICE

Position:

ORGANIZER

Sacramento

Salary: \$2,341.35 per week

Job Description:

The Organizer is a person who represents the local union membership. Activities in which the Organizer participates include, but are not limited to: negotiating on behalf of members; educating non-union workers and employers; organizing non-union workers and employers; responding to inquiries and complaints; negotiating new contracts; interpreting and enforcing the Federal and State Prevailing Wage Laws, legislation and regulations as well as servicing and educating the membership. The Organizer conducts meetings with workers and employers and promotes the trade union; The Organizer also researches, prepares and presents submissions at various hearings, boards and appeal panels.

Minimum requirements:

- Must have 10 years experience working in the industry
- Must live in District 80 jurisdiction (Sacramento, Yolo, El Dorado, Placer, Nevada Counties)
- Must be a member of OE3 in good standing
- Must possess basic computer literacy skills (i.e. keyboard, MS Office Suite)
- Must possess a valid driver's license

Organizers must be capable of performing duties:

- In high stress (crisis management) situations
- During irregular and extended hours
- While adapting to frequently changing laws, regulations, personnel and corporate philosophies
- Under all types of job-site conditions
- In an independent manner without support staff

Organizers must also be prepared to travel, using various modes of transportation in all types of weather conditions, to urban, rural and remote locations.

An Organizer must believe in, and be loyal to the trade union movement. A highly motivated self-starter, he or she is professional in both attitude and appearance. This person must be dedicated, flexible and adaptable with a willingness to commit to continual learning. As a leader and decision maker, the Organizer must demonstrate common sense, diplomacy and strong interpersonal skills. As a liaison, excellent communication skills (written and verbal) are required, including a level of literacy capable of reading and interpreting legal documents. Due to the confidential nature of this work, discretion and integrity are mandatory.

Interested candidates should submit a letter of interest and a resume to Human Resources, via email: jmciver@oe3.org Resumes must be received by 5:00pm on Friday, February 3, 2023.

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