

JOB OPENING NOTICE

Position: BUSINESS REPRESENTATIVE

Redding District Office

Salary: \$2,711.70 per week

+ Medical, Dental, Vision Benefits

Job Description:

The Business Representative is a person who represents the local union membership. Activities in which the Business Representative participates include negotiating on behalf of members include administering the collective agreement, resolving conflicts, organizing non-union workers, responding to inquiries and complaints, interpreting the collective agreement and applicable laws, legislation, and regulations, and servicing and educating the membership. conducting meetings and promoting the trade union; researching, preparing, and presenting submissions at various hearings, boards, and appeal panels;

Minimum requirements:

- Must have 10 years of experience working in the industry as an Operating Engineer;
- Must live in District 70 jurisdiction (i.e., Trinity, Shasta, Tehama, Siskiyou, Modoc, and Lassen Counties), or willing to relocate to the area;
- Must possess basic computer literacy skills (i.e. keyboard, MS Office Suite);
- Must possess a valid driver's license;

Business Representatives 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;

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

A Business Representative 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 Business Representative must demonstrate common sense, diplomacy, and strong interpersonal skills. As a liaison person, 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.

We are an EOE employer.

**Interested candidates should submit a cover letter and resume to jobs@oe3.org
Submissions must be received by 5:00 p.m. on Tuesday, May 6, 2025.**