

The Services Union is looking for an Industrial Officer to join a team of experienced industrial relations professionals representing the rights of workers.

Applications in writing, addressing the full selection criteria should be addressed to:
Neil Henderson, Secretary, The Services Union and emailed to jane.grey@theservicesunion.com.au
Applications close 14 June 2022.

Employer: The Services Union
Work Type/s: Fulltime
Location: Brisbane
Classification: Industrial Officer



Salary will be commensurate with qualifications and experience within a range of \$80,425 up to \$103,343 with an additional 15% superannuation. Restructured working hours (RDO) and flexible work arrangements available.

Qualifications in Economics, Commerce, Business, Law or Industrial Relations or similar highly regarded.

About The Services Union We are a diverse and progressive union improving the lives of workers in Local Government, Social & Community Services (SACS), Energy, Rail, Ports and Clerical & Administration.

People join The Services Union to be part of a powerful member-led union which actively campaigns for change in our industries and communities. The Services Union is a local Queensland Branch of the Australian Services Union.

Objectives:

To operate as a member of the Branch Industrial team to ensure that The Services Union members are given and acquire the appropriate advice, knowledge, skills, cohesion, commitment and resolve to advance and protect their economic, social, political and industrial interest by providing advice, written and verbal representation and strategies to members.

Key Responsibilities:

- Be the primary point of contact for members' industrial cases.
- Provide advice on members' rights and entitlements. Advice will range from straightforward advice to advice of moderate complexity.
- Provide representation on behalf of members.
- Resolve industrial disputes following the relevant Award or Enterprise Agreement Grievance and Disputes Procedure.
- Representing the Union before the various tribunals (e.g. FWC, QIRC, QHRC).
- Prepare and represent members' interests in discussions and negotiations with employers and other interest groups to ensure consistent and considered outcomes.
- Assist in developing strategic plans for the TSU.

Selection Criteria:

- Sound level of skill in the provision of advice on Industrial Relations issues (including workplace change and enterprise bargaining) to members and organisers.
- Qualifications in law, economics, business, human resources management or similar highly regarded and/or practical industrial relations experience
- Sound knowledge of the Industrial Relations Commission/s processes, practices and policies and the Industrial Relations system and current issues.
- Ability to participate in the union's political and social justice agenda;
- Sound level of skill in negotiating within the Industrial Relations environment.
- Sound level of knowledge of relevant employment legislation and relevant awards and agreements.
- Sound level of skill in:
 - Exercising initiative and independent judgment;
 - Analysing and resolving problems;
 - The operation of computer systems
- Ability to operate as a member of a team.
- Demonstrated knowledge and commitment to unionism principles and values.