



Sacramento Regional Transit District Manager/Senior Manager, Labor Relations

SALARY	\$106,812.00 - \$167,458.00 Annually	LOCATION	Sacramento, CA
JOB TYPE	Full Time	JOB NUMBER	2025-00248IE
DEPARTMENT	Labor Relations	OPENING DATE	04/01/2025
CLOSING DATE	4/21/2025 11:59 PM Pacific	RECRUITMENT TYPE	Internal/External

Description

Disclaimer: This position will be filled either at the Manager, Labor Relations level OR at the Senior Manager, Labor Relations level.

Manager, Labor Relations - \$106,812.00 - \$149,508.00 Annually

The purpose of this position is to manage and oversee the activities of SacRT's labor relations programs that include labor contract negotiations and administration, drug and alcohol testing, employment law compliance, resolution of employee complaints and grievances, and disciplinary actions. The manager is also responsible for higher level projects that integrate business strategy and labor agreements as well as supervising, developing and evaluating staff assigned to various labor relations programs. Participates in the activities of all functional levels as needed and may perform the duties of subordinates when necessary.

Senior Manager, Labor Relations - \$119,580.00 - \$167,460.00 Annually

The purpose of this position is to plan, organize, manage and oversee the activities of SacRT's labor relations programs. This is accomplished by developing and recommending negotiation proposals; negotiating labor contracts; administering and interpreting contracts; processing grievances; providing procedural guidance and advice on discipline matters, administering drug and alcohol testing program. The incumbent is also responsible for higher level projects that integrate business strategy and labor agreements as well as supervising, developing and evaluating staff assigned to various labor relations programs. Participates in the activities of all functional levels as needed and may perform the duties of subordinates when necessary.

Examples of Duties

For detailed information on examples of duties, knowledge, skills and abilities required for the two positions, please follow the links below:

Manager, Labor Relations:

<https://www.governmentjobs.com/careers/sacrt/classspecs/1308309?keywords=manager%2C%20labor&pagetype=classSpecifications>

Senior Manager, Labor Relations:

<https://www.governmentjobs.com/careers/sacrt/classspecs/1341356?keywords=manager%2C%20labor%20re&pagetype=classSpecifications>

Minimum Qualifications

A combination of education and/or experience that provides the required knowledge, skills and abilities to perform the essential functions of the position. SacRT reserves the right to determine the equivalences of education and experience.

Manager, Labor Relations

Education: Bachelor's degree or equivalent in Business Administration, Public Administration, Human Resource Management, Labor Relations, Organizational Development, Psychology, Sociology, Industrial Relations, Labor Economics, or a related field.

Experience: A minimum of four (4) years of experience in grievance handling, preparation and presentation of arbitration and at-the-table bargaining, including two (2) years of experience participating in collective bargaining and a minimum of two (2) years of supervisory experience.

First chair, chief negotiator experience preferred. Experience with a public transportation agency a plus but not required.

Senior Manager, Labor Relations

Education: Bachelor's degree or equivalent in Business Administration, Public Administration, Human Resource Management, Labor Relations, Organizational Development, Psychology, Sociology, Industrial Relations, Labor Economics, or a related field.

Experience: A minimum of five (5) years of experience in grievance handling, preparation and presentation of arbitration and at-the-table bargaining, including two (2) years of experience participating in collective bargaining and a minimum of two (2) years of supervisory experience.

First chair, chief negotiator experience preferred. Experience with a public transportation agency a plus but not required.

Proof of required education beyond high school, such as college transcripts, diplomas, and/or certificates must be submitted at the time of application, if not substituting experience for the education requirement.

Filing Instructions/Supplemental Information

The minimum qualifications as stated on this job announcement represent only the basic requirements of the position. Meeting the minimum qualifications does not guarantee that a candidate will be invited to participate in other examination segments of the selection process. An employment application is required for this position. Applications, job announcements, and copies of the complete job description are available at our website at www.sacrt.com.

Completed employment application and proof of education, as outlined above, must be submitted online no later than Monday, April 21, 2025 at 11:59 p.m. SacRT will not process incomplete applications. Resumes are not accepted in lieu of an application, but may be included with the application. For more information on benefits, a summary sheet is

available from the Human Resources Department. The Human Resources Department will make reasonable efforts in the recruitment process to accommodate candidates with disabilities. For more information, contact the Human Resources Department at (916) 556-0298.

SacRT has a stand-alone pension plan which is not part of, nor does it have reciprocity with CalPERS.

SacRT is an Equal Opportunity EOE Employer - Minorities/Women/Disabled/Veterans.

This position falls under Management and Confidential Employee Group (MCEG).

Employer

Sacramento Regional Transit District

Address

1400 29th Street

Sacramento, California, 95816

Phone

9165560298

Website

<http://www.sacrt.com/>

Manager/Senior Manager, Labor Relations Supplemental Questionnaire

***QUESTION 1**

Describe, in detail, your experience in grievance processing, response preparation, settlement and participation in grievance arbitration. In your response, describe the role you held, include the employer and number of years/months you performed the function and provide examples of the nature of grievances that you have handled or managed.

***QUESTION 2**

Describe, in detail, your experience participating in collective bargaining. In your response, include the employer, the bargaining statute, your role at the bargaining table, the number of years/months you performed the function and any impasse proceedings in which you have participated.

***QUESTION 3**

Describe, in detail, your experience acting as First Chair, or Chief Negotiator at bargaining tables. In your response, include the employer, number of years/months you performed the function.

***QUESTION 4**

Describe your experience supervising staff performing employee and labor relations functions, including details of the oversight you provided. In your response, include the employer, number of years/months you performed the function, the number of staff supervised and their titles and areas of responsibility.

* Required Question