

# ROBERT SMITH

## Business Representative I

Phone: (0123)-456-789 | Email: info@qwikresume.com | Website: Qwikresume.com

### SUMMARY

Seeking position where can apply skills and experience in leadership development assessing workers. Human resource development in experience with the education and work.

### CORE COMPETENCIES

Microsoft Office, Excel, Powerpoint, Photoshop, Photography.

### PROFESSIONAL EXPERIENCE

#### Business Representative I ABC Corporation - 2007 – 2011

##### Key Deliverables:

- Mentored local officers and stewards to develop leadership and build capacity for representation and internal organizing.
- Contracted negotiations, including training negotiating committees, preparing contract proposals and coordinating contract campaigns.
- Conducted training and education for union leaders and activists, including shop steward training, and developing and delivering volunteer organizing trainings beyond the collective bargaining agreements.
- Helped members to address problems with Unemployment Insurance and health insurance.
- Mobilized members for political action to elect pro-labor candidates and enact pro-labor legislation and coordinated events.
- Represented members in the grievance and arbitration process Labor-management forums to address workplace issues.
- Coordinated training programs to keep contractors and workers updated on changing trends to construction industry.

#### Business Representative ABC Corporation - 2003 – 2007

##### Key Deliverables:

- Worked for a dynamic labor union that represents over 33,000 workers across the state of Michigan.
- Was responsible for the greater Ann Arbor area; accountable for six bargaining units exclusively representing and servicing close to 1,500 members.
- Was responsible for recruiting, training, and managing a group of 30 union stewards within the bargaining units.
- Worked closely with various Human Resource and Labor Relations personnel to resolve workplace issues.
- Investigated and argued grievances, was knowledgeable of contract language, and answered contract questions.

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- Was able to effectively fundraise, organize, promote, and sell union events.
- Worked with UFCW International, the 4th largest private-sector union in the country with 1.3 million members..

### EDUCATION

- Bachelors in administartion.