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LABOR RELATIONS TRIAL EXAMINER

OFFICE OF COLLECTIVE BARGAINING

Posted On: 02/24/2026

Full-Time

Location: MANHATTAN

No Exam Required

Department: Administration

Salary Range: \$90,000.00 – \$120,000.00

Job Description

The Office of Collective Bargaining (“OCB”) is an independent, impartial governmental agency that resolves labor disputes between the City of New York and the City employees’ Unions.

OCB seeks a candidate with relevant experience for a position as a Labor Relations Trial Examiner. The candidate will act as hearing officer at formal administrative hearings involving labor law issues, including representation proceedings. These proceedings involve the interpretation and application of the statute, to determine the scope of collective bargaining, the arbitrability of grievances, whether particular employers or employee organizations have committed improper labor practices, and other statutory issues. The candidate will research, report and recommend disposition of said matters and prepare

LABOR RELATIONS TRIAL EXAMINER

written draft decisions for presentation to and consideration by the Board of Collective Bargaining and the Board of Certification.

May be assigned to assist the Deputy General Counsel in the representation of the agency and its constituent Boards in proceedings that may be brought by or against the Boards in the courts. Responsible for taking minutes at Board meetings.

EXECUTIVE ASSISTANT TO THE DIR - 13265

Preferred Skills

PREFERRED SKILLS 1. Experience and knowledge in labor relations in a unionized setting and/or public sector labor law. 2. Demonstrated excellent verbal, written, interpersonal, analytical, problem-solving and time management skills. 3. Demonstrated excellent legal research skills. 4. Ability to establish rapport and interact effectively with multi-functional teams comprised of attorney and non-attorney staff. 5. Ability to effectively manage multiple priorities with competing deadlines. QUALIFICATION REQUIREMENTS: 1. Law school graduation and one (1) year of labor relations or closely allied experience either on the staff of an administrative agency charged with the responsibility for the resolution of labor disputes or certifying bargaining units and representatives or making presentations before such agencies or 2. Law school graduation and one (1) year of education and experience demonstrating familiarity with issues of labor law and/or labor relations, as evidenced by academic course work, job experience, or other acceptable proof.

Residency Requirement

New York City residency is generally required within 90 days of appointment. However, City Employees in certain titles who have worked for the City for 2 continuous years may also be eligible to reside in Nassau, Suffolk, Putnam, Westchester, Rockland, or Orange County. To determine if the residency requirement applies to you, please discuss with the agency representative at the time of interview.

Additional Information
LABOR RELATIONS TRIAL EXAMINER

The City of New York is an inclusive equal opportunity employer committed to recruiting and retaining a diverse workforce and providing a work environment that is free from discrimination and harassment based upon any legally protected status or protected characteristic, including but not limited to an individual's sex, race, color, ethnicity, national origin, age, religion, disability, sexual orientation, veteran status, gender identity, or pregnancy.

Job ID: 771090

Posted until: 03/24/2026

Title code: 13265

Civil service title: EXECUTIVE ASSISTANT TO THE DIR

Title classification: Exempt-4

Business title: LABOR RELATIONS TRIAL EXAMINER

Experience Level: Manager

Job level: M1

Number of positions: 1

Work location: 100 Gold Street

Category: Legal Affairs

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