

Graduate Legal/Industrial Officer

Australian Manufacturing Workers' Union QLD & NT Branch

The AMWU has a full-time position available for a Graduate Industrial Officer based in our Brisbane Office. The role would suit a recent law graduate looking for advocacy experience in employment and industrial relations law.

The position involves providing advice and representation to AMWU members, delegates and officials.

Commencing salary is \$96,213 or \$105,495 (dependent on experience) with above SGC super, generous leave entitlements and monthly RDO's.

TYPICAL DUTIES:

Under the guidance of senior industrial officers in the team:

- Advising about the full range of industrial rights including disciplinary/safety matters, dismissals, entitlements disputes, underpayment or wages claims, right of entry, WHS, bargaining disputes and protected industrial action matters.
- End to end case management of the complete spectrum of employee-side matters.
- Where required, initiating and appearing in proceedings in the relevant Courts and Tribunals including the Fair Work Commission (**FWC**), Federal Court, Magistrates Court and Queensland Industrial Relations Commission (**QIRC**).
- Preparing witness statements and submissions in the relevant Courts and Tribunals.
- Preparing Protected Industrial Action Ballot applications and issuing notices of industrial action.
- Providing advice to the State Secretary and Officials and Officers on industrial matters requiring advocacy and industrial representation as a means of resolution.
- Monitoring and providing timely updates and training about industrial relations changes affecting members, delegates, HSR's rights and entitlements at work.

ESSENTIAL SELECTION CRITERIA

- Qualification in law and experience in trade union background highly regarded
- Ability to read and interpret legislation, enterprise agreements and Awards
- High standard of work ethic and self-motivation
- Skills in research, critical analysis, instrument interpretation and industrial advocacy
- Must be able to demonstrate strong negotiation skills
- Ability to establish, develop and maintain working relationships
- Excellent communication, research and analysis skills
- No restriction on holding a State or Federal right of entry/WHS permit

Applications should address the above criteria and include a current resume.

Applications or enquiries regarding this position should be directed to Daniel Peatey via email at daniel.peatey@amwu.org.au.