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# Example of Associate, Compensation Job Description

Our company is growing rapidly and is hiring for an associate, compensation. We appreciate you taking the time to review the list of qualifications and to apply for the position. If you don’t fill all of the qualifications, you may still be considered depending on your level of experience.

## Responsibilities for associate, compensation

* Present new compensation programs and information as required across multiple Commercial client groups
* Thrive in an Agile environment to partner with others to deliver minimum viable products (MVP) in 2 week sprints
* Partner in Release Management process including managing the calendar with Technology partners, reviewing testing documentation, and facilitating approvals
* Develop business/system requirements, participate in design discussions, create test cases/test plans for outstanding defects and application enhancements
* Working closely with Technology support to resolve production system issues and help facilitate future enhancements
* Drive process improvements through Plan, Do, Check and Adjust (PDCA) methodology
* Maintain LOB Incentives process documentation and ensure audit compliance –be perpetually audit ready
* Provide support to LOB customers for BAU processing, requirements gathering, test planning and validation in an agile project environment
* Act as a data steward for our team to ensure data accuracy through quality monitoring activities
* Consult with team members to facilitate implementation of ad hoc analysis and initiatives

## Qualifications for associate, compensation

* College or a university degree in business
* 10+ years of experience of compensation in a fast-paced, matrix-measured environment
* Strong functional knowledge and experience in Compensation required
* Proven track record of successful program implementation
* Ability to work in and help build a collaborative environment
* Technical proficiency - Visual Basics desirable