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# Example of Associate, Compensation Job Description

Our company is growing rapidly and is hiring for an associate, compensation. Thank you in advance for taking a look at the list of responsibilities and qualifications. We look forward to reviewing your resume.

## Responsibilities for associate, compensation

* Analyzing data to ensure that plans are in line with company objectives and in compliance with applicable regulations
* Oversight of compensation plan administration
* Developing program documents, presentations and training materials
* Training field, operations, and home office associates
* Responsible for managing complex tracking programs, systems and databases to process and improve the incentive program
* Develop and conduct routine validations to ensure accuracy of the incentive calculation and payments
* Manage and provide production support, including sales credit resolution that requires adjustments
* Develop and implement user training
* Develop efficient business processes
* Analyzes, evaluates and manages claims of lower complexity

## Qualifications for associate, compensation

* At least 2 years of experience in Compensation, Financial Analysis, Operations Analysis, Business Analysis, Information Technology, Business Administration or a combination of these
* At least 1 year of experience in a business environment
* Bachelor's Degree in Accounting, Business, Finance or Technology
* At least 2 years of experience in Finance, Accounting, or a related field
* At least 1 year of experience with Tableau
* Writing business/systems requirements