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# Example of HR Compensation Job Description

Our innovative and growing company is looking to fill the role of HR 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 HR compensation

* Design, implementation and execution of critical projects, including regulatory initiatives and critical projects involving deep strategic change management across employee base, HR and management teams
* Collects salary data based on market research
* Participates in compensation surveys to gather market data
* Conducts job analysis for hourly and salary positions
* Develops and maintains standardized, functional job descriptions based on market research, job analysis and working with management input
* Provides research and data to ensure internal equity and consistency among positions job descriptions, pay ranges, and structures
* Evaluates and analyzes salary data based on market research
* Proposes exemption status classifications and/or changes based on knowledge of exemption tests
* Recommends position placement within salary structure based on market and/or job analysis
* Proposes changes to job descriptions, pay ranges, and salary structures to ensure internal equity and consistency among positions

## Qualifications for HR compensation

* Enjoys high volume, fast paced environment
* Must show aptitude for learning new software development languages, packages, principles
* Experience with HR based Cloud Solutions eg
* Four year college degree in Human Resources, Organizational Development, or Psychology preferred
* Entry level to 2 years of prior experience required
* Ability to balance competing priorities and use excellent judgment