Downloaded from <https://www.velvetjobs.com/job-descriptions/senior-compensation-consultant>

# Example of Senior Compensation Consultant Job Description

Our growing company is looking to fill the role of senior compensation consultant. Please review the list of responsibilities and qualifications. While this is our ideal list, we will consider candidates that do not necessarily have all of the qualifications, but have sufficient experience and talent.

## Responsibilities for senior compensation consultant

* Executive Compensation – compensation planning and movement support (e.g., promotions, new hires, retirements, ) for the enterprise executive population spanning all business units and corporate functions
* Consults with HR colleagues and business partners to evaluate jobs, departmental structure, and compensation levels
* Participates in the development, implementation, and administration of compensation programs, policies and processes
* Conducts/leads job evaluation, market analysis and classification projects
* Analyzes data, formulates assumptions and presents findings to management with pay recommendations
* Provides advice and assistance to HR and business partners regarding the FLSA
* Develops and participates in the preparation of compensation guidelines and training materials
* Supports and participates in the administration of incentive and deferred compensation plans
* Contributes to the further development and implementation of compensation tools and techniques
* Represents the company at compensation association events

## Qualifications for senior compensation consultant

* Compensation policies and procedures
* Significant experience consulting at the management and ideally, board level
* In-depth knowledge of executive compensation
* Ability to influence senior management and boards and work across all levels of an organisation
* Collaborative business style to introduce new value added services internally and to clients
* Superior analytical skills and understanding of human resource and financial issues within major organisations and in entrepreneurial environments