



Example of HR Compensation Job Description

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Our company is looking for a HR compensation. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for HR compensation

- In coordination with HRIS, ensures compensation system data, such as grades, ranges, are current within the HRIS system
- Functions as a primary analytics and reporting specialist for the Division HR function by developing standard reports
- Provides solutions, analytic observations and business recommendations, and reports on HR metrics to assist line and HR Business Partners in assessing the effectiveness of people management practices including the HR dashboard, recruiting, employee relations, performance management, retention, turnover, talent management, mobility, career progression
- Execute country specific administrative tasks for overtime, on call duty, idea program and inventor remuneration
- Coaches and counsels HRBPs, TA team members, and others within the Human Resources division on all aspects of the Walgreen's reward philosophy, market pricing, internal equity, job evaluation, broadband structure, salary program design and administration, job titling and all other aspects of compensation to ensure that Walgreens is able to effectively recruit and retain top-tier talent
- Leads the conducting or completing of compensation analysis and reporting needed for internal or external audit or compliance or regulatory requirements such as the EEOC and OFCCP
- Leads in the enhancement of the compensation aspect in HR information systems such as Rate and Status, Organizational Hierarchy, Rate Sheet application, PayReview and Reward to ensure delivery on strategies and initiatives

compensation,) and assures model validation, and alignment with goals, forecasts costs, and develops the communications plan, tools to measure attainment against plan, and calculation of potential award amounts

- Manages client expectations by communicating project status and issues
- Converses with management to determine type, scope, and purpose of analyses

Qualifications for HR compensation

- A strong background in Compensation & Benefits (C&B) Employee Relations
- 2+ years experience supporting Workday Compensation and Benefits
- 1+ year experience with following areas Workday HCM/Core, Workday Time Tracking, Workday Absence, Workday Payroll
- Drive key HR projects outside of compensation and benefits, flexibility, diversity
- Tertiary Qualifications in a Commerce/Human Resources related field
- A seasoned HR professional with strong generalist experience particularly in the areas of HR Business Partnering, succession planning, career management, workforce planning, retrenchment, Compensation & Benefits, Payroll systems and employee relations