



Example of Rewards Analyst Job Description

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Our innovative and growing company is searching for experienced candidates for the position of rewards analyst. If you are looking for an exciting place to work, please take a look at the list of qualifications below.

Responsibilities for rewards analyst

- Review Call Center agent point posting report to review for accuracy and completeness
- Providing business analysis to support to Loyalty and Rewards business partners in decision making (e.g., product enhancements, negotiation support, business strategy)
- Analyzing customer level data to identify segments demonstrating specific behaviors
- Modeling cost/benefit analysis to understand the profitability of various initiatives
- Developing tools/models to facilitate customer analysis
- Work directly with business partners to optimize loyalty investments and measure investment returns
- Work with the Compensation Manager in the areas of salary administration, incentive program administration, job evaluation, salary survey completion, competitive analysis and special projects
- Participate in policy and procedure development regarding compensation to continue North American alignment initiative
- Coordinate annual Team Incentive Plan (TIP) program, to include collection of goals and results, creation of bonus award spreadsheets, summarization of bonus payout accruals, quarterly plant payouts, and payment distribution
- Assist Compensation Manager in management of domestic relocation program which includes liaising with the third party provider, legal, Human Resources, managers and employees

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- Strong Microsoft office skills including Word, PowerPoint, Outlook and Advanced Excel proficiency
 - Highly proficient in Excel and PowerPoint skills
 - Currently enrolled in a bachelor's degree program, preferably in finance, economics, statistics, mathematics, human resources (HR), accounting or other related coursework
 - Experience in data analysis, data modeling and presentation design
 - Strong analytical skills, both quantitative and qualitative, and proficiency in Excel
 - Demonstrated technical skills - proficient in all MS Office tools with strong Excel skills, V-lookups, macros, reporting