

## **Total Rewards Manager**

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### **Profile**

Accomplished Total Rewards Manager with 9 years of experience designing and administering competitive compensation and benefits programs. Expertise in aligning compensation strategies with business objectives, while ensuring compliance with regulations and enhancing employee satisfaction.

### **Professional Experience**

#### **Total Rewards Manager**

ABC Corporation, New York, NY

June 2016 – Present

- Oversee compensation and benefits programs for over 1,000 employees, ensuring competitive and equitable pay structures.
- Develop and implement incentive programs that drive performance, resulting in a 20% increase in employee productivity.
- Conduct market analysis to ensure compensation packages are competitive within the industry, adjusting as necessary.
- Collaborate with HR to design and implement employee wellness programs and benefits packages, improving employee retention.
- Manage annual open enrollment for benefits and provide support to employees on compensation-related inquiries.

#### **Compensation and Benefits Specialist**

XYZ Ltd., New York, NY

January 2012 – May 2016

- Assisted in the design and administration of compensation plans, including salary surveys and pay equity analyses.
- Administered employee benefits, including health, dental, and retirement plans.

- Supported management in creating job classifications and ensuring alignment with compensation strategies.
- Performed cost analysis on current benefit programs to optimize spend and improve employee satisfaction.

## **Education**

Bachelor of Science in Human Resources

New York University, New York, NY

2007 – 2011

## **Certifications**

- Certified Compensation Professional (CCP)
- SHRM-SCP (Senior Certified Professional)

## **Skills**

- Compensation Strategy & Design
- Benefits Administration
- Salary Surveys & Market Analysis
- Incentive & Bonus Program Management
- Employee Wellness Programs
- HRIS Systems (Workday, SAP)