

COMPENSATION MANAGER

(\$71,000 - \$113,500)

Do you have expertise in the classification and compensation arena? Are you driven and ready for a challenge? If you have the ability to effectively and efficiently manage a team and can positively influence stakeholders towards the most advantageous end result; we want to talk with you about an amazing opportunity!

The City of Baltimore, Department of Human Resources (DHR) is recruiting for a Compensation Manager who will report to the Compensation and Classification Division Chief; supervise a team of four compensation analysts; and manager the day-to-day operations of the Division in a manner that supports the City's internal and external competitiveness.

TYPICAL EXAMPLES OF WORK

Manages the day-to-day activities of the compensation analysts; includes hiring, coaching, development, and discipline of staff.

Applies job evaluation methodologies to ensure validity and reliability of classification-based requests and projects.

Reviews the effectiveness of existing classification and compensation policies, guidelines, and procedures; recommending plan revisions as well as new plans which support the City's compensation target and are both cost effective and consistent with market trends.

Liaises and builds effective working relationships with agency business partners. Advises on pay decisions, policy and guideline interpretations; job evaluations, and the design of creative solutions to resolve challenges.

Through audits, reports and administration, ensure that the compensation programs are consistently administered and in compliance with Baltimore City policies and government regulations.

Stays abreast of local, regional, and national market practices, trends and requirements to ensure market competitiveness, sound financial, and legally compliant policies and practices.

Builds, develops, and maintains salary structures.

Conducts and participates in salary surveys to ensure market competitive pay programs.

Prioritizes, reviews, and recommends to executive staff actions to resolve problems and challenges.

MINIMUM EDUCATION AND EXPERIENCE REQUIREMENTS

Requirements –

- Bachelor's degree in human resources, business administration, or management from an accredited college or university. (Human Resources is preferred.)
- Five years of experience in job evaluation and compensation design, policies, and practices including
- Two years of experience supervising compensation analysts.
- Experience with DBM and/or HAY job evaluation systems and experience working in government preferred.
- Certifications, e.g., CCP, PHR, and/or SPHR preferred.

Equivalencies – Equivalent combination of education and experience.

Compensation:

This career opportunity will begin with offering a salary of \$92,250 commensurate with education and experience and a full range of comprehensive benefits, including medical, dental, vision, deferred compensation, paid leave and retirement plan options.

For additional information and/or immediate consideration, qualified and interested applicants must submit an employment application including a letter of interest and resume via the City's online recruitment system at: <http://agency.governmentjobs.com/baltimorecity/default.htm>

No Phone Calls, Please

EOE/M/F/D/V