

Job Description

Job Title: Senior Reward Consultant	Reports to: Director of Consulting
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JOB PURPOSE

To deliver and project manage a number of Reward Consultancy projects to clients in accordance with agreed targets. Jobholder will also contribute to the business development activities of the company.

KEY RESPONSIBILITIES

Delivery

- Undertaking delivery of major reward projects (£40k plus) both from office base and on client premises - reward strategy development, job evaluation design process, bespoke 'Club' salary surveys, design of bonus schemes, developing pay structures, managing pay benchmarking surveys, performance management and engagement etc
- Working with/supervising small teams of Reward Analysts and occasionally Associate Consultants on larger, multi-strand projects
- Full project management of allocated clients and workstreams, with a view to maximising client satisfaction and achieving profitable project delivery
- Production of management reports for clients
- Researching and developing market knowledge – survey providers, industry practices and publications, competitor activity, advising the Director of Consulting of findings and options for change
- Providing guidance to the other team members in key skill areas.

Development

- Scoping and qualifying allocated sales opportunities from both existing and potential Innecto clients
- Preparing and delivering sales documentation/presentations to potential clients, negotiating operational methodology and commercial parameters as required within agreed guidelines
- Developing relationships of trust with clients and widening the scope of our services to them.

MAIN JOB REQUIREMENTS

Education:

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| • University Degree in Business related subject | Essential |
| • Professional Qualification (or part qualified) CIPD | Desired |

IT Skills:

Expert level proficiency in M/S Excel, Advanced skills in Word, PowerPoint

Specific Experience:

Required – the successful candidate would have experienced a range of different reward design and implementation projects – likely compatible with a minimum of 5 years experience in a reward environment, either for an in-house HR team or for a consultancy. This will include experience in linking together parts of a reward landscape into a coherent structure and planning/influencing at senior levels

Job Description

Broad private sector experience – particularly in our key market sectors; professional services, TV and media, financial services, retail and IT/high tech businesses, sport

Desired – business development/account management experience

Understanding of public sector pay arrangements

MAIN PERSON/COMPETENCE REQUIREMENTS

Technical Expertise

- Comprehensive technical knowledge across a broad range of reward situations/structures/processes, together with associated areas such as engagement and performance management and the legislative framework for pay
- Broad understanding/anticipation of business/reward issues, theories, practices and techniques, able to anticipate trends and link together experiences to create a bespoke solution for clients
- Advanced understanding of M/S Excel modelling, data presentation and interpretation skills
- Strong communication and interpersonal skills with excellent attention to detail and listening skills.

Project and People Management

- Able to complete the majority of tasks without supervision, acting on own initiative
- Excellent project management skills gained on multi-strand projects – handling scope creep and changing budgets/deadlines.
- Will supervise and review work of Innecto resources allocated to projects managed

Business Development and Client Management

- Commercial awareness, acumen/ability and enthusiasm for developing new relationships and solutions with clients
- Ability to initiate and develop relationships with senior clients for mutual benefit, presenting and influencing outcomes as required, often pushing boundaries to develop a bespoke solution that may be beyond original specification
- Seen by the client as a trusted reward expert

Hours

The role could be performed on either of the two following formats;

- Full time (or 4 days a week) based in Wiltshire, with some limited home working with some client-site meetings
- Part-time (3 - 4 days per week) based from home (would need to be in Central Southern England/South East), with some client-site and regular office based meetings to review and agree work

Salary

Dependant upon relevant experience and skills, but broadly in the range of £60,000 - £70,000. We also have a company bonus scheme and other benefits – car allowance, private medical insurance, 25 days holiday, childcare vouchers

Please contact David Rees on 0207 268 3664 for a discussion, or email your CV and covering letter to david@innectogroup.co.uk - visit www.innectogroup.co.uk for more information.