

Job Function:	Human Resources
Job Family:	Reward
Career Stream:	Individual Contributor
Job Level:	I6
Position Title:	Reward Manager, APAC
Division or Group Function:	Group Human Resources
Country or location:	Oxford, UK
Reports to (position title):	Head of Reward EMEA & APAC

Purpose

The Reward Manager, APAC will be responsible for driving the reward philosophy for APAC, ensuring that it is competitive with the current market and aligned to the global reward agenda. Key responsibilities will include:

- Driving a consistent evaluation approach across APAC region
- Providing competitive insights and best practices to local HR
- Building a strong relationship with the business (including Partners) and advising on all reward matters
- Leading on key projects and rolling out across APAC

General duties:

Work closely partner with APAC Human Resources leadership to identify, then update or reimagine, how we compensate and reward our employees for the work they do. Assessing compensation competitiveness, ensuring regulatory compliance, recommending how we prioritize our spending, and helping make sure our processes are effective and fair are the cornerstones of the role, and critical to hiring and retaining the employees. Specifically,

- Independently investigate regional or functional unit pay practices, identify and collect relevant data and construct models to project costs and assess program effectiveness. Works collaboratively with to ensure that base pay programs are accurately benchmarked and competitive, considering both internal equity and external competitiveness
- Provides general consulting services to the APAC leadership team in the area of bonus plan and benefits designs. Designs, documents, and rollout of communication of programs.
- Manages global processes such as: salary survey activities; annual Group Management Bonus plan (including scheme updates, competitive analysis of targets, re-set of metrics and projected costing of plans); and the Annual Salary Increase process (includes formulation of merit budgets by country, leads global analysis internal practices as compared to the market; works closely with HRIS team to ensure accurate and timely processing of data).
- Audit jobs for content, competitive market rates, compliance, and equity while partnering with key stakeholder to ensure job descriptions adequately reflect responsibilities, activities, duties and requirements. Perform annual analysis over existing positions to ensure continued equitability.

Key requirements:

- Experience working across both compensation and benefits
- Experience providing expert reward based advice across multiple countries, regions and jurisdictions, ideally APAC
- Knowledge of government regulations as they apply to base compensation and incentive compensation and benefits programs, company policies, and operations.
- Ability to deliver excellent results whilst working autonomously

Skills:

- Able to demonstrate excellent attention to detail.
- Effective planning and organisation skills and the ability to prioritise effectively when under pressure.
- Experience of working to tight deadlines.
- Ability to work autonomously and collaboratively within a team and build effective working relationships with internal and external clients.

Desirable

- CIPD qualification, (or working towards).
- Experience of preparing job evaluations would be desirable.
- Experience of using MS Office application.
- Experience of using SAP/Success factors.
- Reward Analyst experience.