



## CAREER OPPORTUNITY

# Total Reward Partner

## Telecommunications

Our client, in the telecommunications industry is looking to recruit a Total Reward Partner. Reporting to the Chief Human Resource Officer, the key deliverable from this role is to implement the total reward philosophy and compensation strategy to support the attraction, retention and development of talent. This role will interface closely with the performance management system to ensure pay for performance in service of driving a high performance culture.

The role holder will be the custodian of all policies, procedures and practices related to compensation and benefits and compliance to such policies; and will align compensation and benefits costs to targeted benchmarks as well as advice and inform business decisions related to aspects of compensation and benefits.

The success of this role is the ability to understand the remuneration philosophy and ensure that the compensation and benefits function adds value to the people management agenda.

### **Accountabilities:**

#### Reward Strategy & Management

- Work with HR colleagues and the leadership team of the organisation to develop a total reward strategy comprising compensation, benefits, non-financial reward and an employee value proposition in line with the organisations total reward philosophy and methodology.
- Drive and manage the job evaluation process for both organisation-wide reviews and specific reviews with requesting parties. Align job evaluation ratings against job profiles and determine the appropriate remuneration position for the job. Present proposals for approval and implement the approved course of action within agreed deadlines.
- Drive the design of benefit schemes e.g. medical, pension, and participate in the relevant forums where required.
- Integrate the total rewards strategy with the employee life cycle.
- Review and influence the design of incentive pay practices including sales incentive schemes to keep them competitive, enable them to drive business results and contribute positively to the overall people management agenda
- Develop monetary and non-monetary employee programs designed to recognize employee performance and special achievements
- Conduct and/or participate in market analysis and remuneration benchmarking, draft and present proposals that maintain competitiveness and internal relativity for review and for approval within HR department and the organisations leadership team / the Remuneration Committee, as appropriate. Implement approved proposals within agreed timelines.



- Engage with statutory bodies to ensure compliance to legislative requirements.
- Update and maintain the remuneration policies, tools and infrastructure and present new proposals as required.
- Continuously educate leadership and the HR team on reward philosophy, policy and practise and drive adherence to the same.

#### Financial Management

- Support the labour planning process and drive the development of related employee budgets. Compile, monitor and execute approved employee related cost budgets.
- Confirm employee budgets support business objectives, are cost effective and aligned to the total reward strategy.
- Advise leadership on relevant benchmarks to determine annual reward allocation as well as interim reward allocation.
- Advise the HR teams and line managers on parameters for offers of employment / promotions, etc., such that the integrity of reward philosophy and strategy is maintained.
- Continuously explore alternatives to restructure and optimise the labour cost.

#### Team Leadership

- Manage the achievement of KPI's for all team members and address all performance issues promptly.
- Maintain continuous learning to stay abreast with best HR practises.

#### The ideal person for this role will:

- have a degree in human resource management or a related field from an accredited institution of higher learning. A post-graduate certification in reward is a plus;
- be registered with, and have a valid 2018 Practising Certificate from, the Institute of Human Resource Management, Kenya;
- have at least 5-8 years' of solid human resource management experience with significant focus on remuneration, with particular attention and exposure in the salary survey and job evaluation processes, incentive schemes, pay management, and in addition, at least 3 years' experience gained at the management level;
- be technically adept in reward management, job evaluation, salary structuring, incentive scheme design, pay management, organisation design, etc.;
- have a well-developed understanding of the current practices in reward management, competition in the labour market, benchmarking and interpretation of market data with working knowledge of the key stakeholders and services providers in the sector;
- highly numerate with a strong affinity for numbers, analytical, able to develop scenarios', with sound business and financial acumen, with a demonstrated understanding of the impact of the same on the business;



THREE GREEN APPLES  
CONSULTING

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- strong level of influence and negotiation skills. Able to establish and maintain healthy working relationships with people in course of work;
- excellent communication, report writing and presentation skills;
- have working knowledge of an HRIS system and intermediate level proficiency in MS Office applications i.e. Word, Excel, PowerPoint, MS Project, Outlook, etc.;
- independent and mature, able to work alone on a broad variety of projects; and
- positive, energetic self-starter with a high level of personal drive and resilience, with unquestionable integrity, confidentiality and respect.

**Remuneration:** The salary offered for this position is competitive and negotiable dependent on experience and demonstrable contribution.

If you are interested in the above position and meet the above criteria, please send in your application via electronic mail to [Totalreward@tgagroupea.com](mailto:Totalreward@tgagroupea.com) attaching a full résumé / curriculum vitæ in Microsoft Word Document (.doc /.docx) format by end of day Friday 5<sup>th</sup> January 2018.

*Please Note: We do not charge individuals any fee to accept or hold their applications in our database. We therefore do not accept any applications from agencies who charge their clients for submitting their resumes*