

# COMPENSATION SPECIALIST

A compensation specialist supports all aspects of a company's compensation programs, processes and initiatives.

## WHAT RESPONSIBILITIES WILL I HAVE?

- Assist in the implementation and administration of base pay and incentive programs
- Participate in salary surveys
- Write and update job descriptions in accordance with salary levels
- Help with position reviews, market pricing and pay analysis
- Develop summaries, reports and routine queries
- Remain abreast of market trends and regulatory requirements
- Work with managers, employees and human resources team members to resolve issues and respond to inquiries
- Prepare and process annual variable pay and annual pay increases
- Troubleshoot basic technical issues in compensation administration systems



## WHAT EDUCATION & TRAINING IS REQUIRED?

An associate's or bachelor's degree in human resources, finance or a related field is required; Certified Compensation Professional (CCP) certification

## THE FOLLOWING HIGH SCHOOL COURSES ARE RECOMMENDED...

Agricultural education, computer and business courses, personal finance, mathematics

## TYPICAL EMPLOYERS

Medium to large-scale agricultural companies, government agencies, universities

## FUTURE JOB MARKET/OUTLOOK



## SUGGESTED PROFESSIONAL ORGANIZATIONS & ASSOCIATIONS

- International Society of Workers' Compensation Specialists
- Society of Certified Compensation Professionals

## AVERAGE ANNUAL FULL-TIME SALARY

\$55,000