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## Compensation Manager Resume

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### Job Objective

To obtain a position as Compensation Manager with an established company in where I can enhance my skills and help the company to grow.

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### Highlights of Qualifications:

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- Certification in CCP
  - Exceptional experience to manage compensation activities in pharmaceutical environment
  - Outstanding knowledge of human resource policies and practices
  - Remarkable knowledge of state and federal regulations
  - Ability to manage multiple projects and prioritize work
  - Ability to analyze data efficiently
  - Ability to resolve various issues
  - Ability to prepare effective presentations
  - Proficient to work with various clients.
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### Professional Experience:

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Compensation Manager  
Capital One, Washington, DC  
October 2008 – Present

- Developed and maintained relationship with Business partners.
- Participated in development of compensation programs.
- Maintained subject matter expertise on compensation issues.
- Coordinated with talent acquisition team to assist in hire.
- Ensured compliance to all guidelines in development of programs.
- Designed HR department objectives and associated strategies.
- Supervised and ensured adherence to legal requirements in plans.
- Administered everyday activities of compensation consultants.

Senior Compensation Specialist  
Rhodium Software Inc., Washington, DC  
August 2003 – September 2008

- Developed and implemented employee compensation policies.
- Analyzed all policies and recommended changes if required.
- Assisted HR team to resolve all pay issues.
- Participated in various surveys for matching process.
- Evaluated job descriptions and ensured accuracy.
- Prepared hiring pay packages for all new hires.

Compensation Analyst  
Advisor Group, Washington, DC  
May 1998 – July 2003

- Prepared and maintained departmental budget for activities.
  - Analyzed all compensation issues and resolve it effectively.
  - Developed training programs and analyzed requirements of staff.
  - Designed and administered all long term incentive programs.
  - Evaluated salary system administration and prepared reports.
  - Ensured compliance to all policies and programs.
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### Education:

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Bachelor's Degree in Human Resources  
Westminster College, Salt Lake City, UT

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