

## ROLE PROFILE

<b>Job Title</b>	<b>Reward Manager</b>
<b>Business Unit / Group Function</b>	Human Resources
<b>BU Team / Sub-Function</b>	Human Resources
<b>Location</b>	Strathclyde Business Park, Bellshill
<b>Leader</b>	HR Director, Reward
<b>People Leadership</b>	No
<b>Job Level</b>	4A
<b>Role Purpose</b>  To manage key reward activities and projects in line with the William Grant & Sons Reward Strategy and approach to pay, bonus and benefits	
<b>Accountabilities</b> <ul style="list-style-type: none"> <li>• Deliver job design services encompassing Job Analysis and applying Job Evaluation methodologies validation to ensure fair, accurate and consistent job grading.</li> <li>• Plan, develop and execute the implementation of Job Family Model / Career Ladder processes ensuring that the job design remains current and relevant.</li> <li>• Participate in the annual Performance Bonus and Pay Review processes, ensure calculations are correct and submission deadlines are kept whilst engaging with key stakeholders within agreed timescales.</li> <li>• Interrogate, model and analyse complex data relating to all elements of Total Reward in support of Reward initiatives and ad hoc Projects ensuring accurate and quality of analytics.</li> <li>• Identify external reward benchmark providers and ensure participation in appropriate reward benchmarking surveys in support of our global operations.</li> <li>• Maintain an overview of the provision of benefits globally and maintain understanding and knowledge of local/national market practice in all geographies.</li> <li>• Contribute to the design and lead the delivery of benefits communication and education.</li> <li>• Provide advice to HR teams and wider business on Reward policies and practices, whilst ensuring legal compliance and internal consistency.</li> </ul>	
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