

Job Title: Compensation & Benefits Manager

Division: Human Resources, Continental Europe (CE)

Location/Office: Brussels (Vilvoorde)

Reporting to: HR Director

Goodman is an integrated property group that owns, develops and manages industrial property and business space.



- + Own: Goodman buys property for the long-term, providing ongoing relationships with customers and investment opportunities for its funds
- + Develop: Goodman's tailor-made developments across Asia Pacific and Europe are designed to meet the individual needs of its customers
- + Manage: Goodman's in-house property services teams ensure the operational needs of its customers are met and its assets are maintained to an exceptional standard. This generates increased customer satisfaction, higher retention rates and, in turn, secure returns for investors.

Primary Objective of this position:

Our CE business exists of approximately a customer base of 185 people within 10 European countries. As Human Resources department, we strive to be a real Business Partner of our CE operations. The Compensation & Benefits Manager will be responsible for the management and delivery of our regular compensation & operations activities and will help us to further develop and execute our remuneration and benefits schemes to achieve employee attraction, motivation and retention objectives. Seen the size and complexity of our business and workforce, this role has a strong focus on both the operational delivery as well as to develop and implement process improvements aligned with our Business & HR priorities.

Accountabilities & duties

- + Prepares the compensation and benefits budget, including the regular monitoring, reporting and adjusting of the budget;
- + Runs Reporting (headcount, salary Budget/Cost);
- + End-responsibility for the CE payroll process;
- + Supervises an operations officer in the administration of compensation and benefits and operational related activities
- + Coordinates & executes the yearly implementation of C&B processes like the salary planning, bonus planning, incentive scheme developments, etc.;
- + Analyses different components of the remuneration scheme in the organization and advises on internal equity and external competitiveness;
- + Reviews, develops or revises policies & procedures in relation to HR Labour specific law
- + Advises, provides support & takes initiatives in matters regarding social, labour law related legislations
- + Closely cooperates with the external compensation consulting company (external payroll providers, audit & tax companies, legal advisors, Insurance company) and advise and deliver the required legal approaches & internal documents in case of recruitment and employee changes;
- + Coordinates all aspects of expat assignment including; relocation, payroll, work permits, administration;
- + Informs & trains line managers in the complex usage of compensation policies;
- + Collects feedback about the performance of compensation processes and develops/implements the process improvements;

Relationships

- + Internal: Local and Group HR team, Business Managers and employees
- + External: payroll providers, audit & tax, legal advisors, Insurance companies

Skills, Knowledge and Experience:

- + Business or finance related degree;
- + Five to seven years of HR experience, ideally in a specialist role in payroll or tax consulting agencies or a compensation role in a European business environment;
- + Thorough knowledge of compensation and pension plans, expatriate policies, benchmarking, payroll, European Labor and Employment law, international mobility, tax effective reward solutions, management companies and contractor management;
- + Analytical mindset;
- + Good influencing skills;
- + Fluent in English, Dutch, any other language is a plus;
- + Excellent MS Office skills (MS Excel, MS PowerPoint);
- + Working knowledge of HRIS would be an asset towards future projects;

Successful behaviours:

- + Strong teamplayer, likes to be part of a small HR team and deliver the plans & priorities together;
- + Solution oriented, can turn ideas into concrete actions and deliveries;
- + Ability to work in an international matrix business organisation;
- + Ability to explain complex comp & ben matters to a variety of audiences;
- + Demonstrating a good balance between flexibility on procedures and keeping the internal equity, costs and external competitiveness in mind;
- + Be a good listener and exercise considerable judgment and discretion in establishing and maintaining positive working relationships;
- + Display high level of confidentiality, discretion and integrity;
- + Can cope with change and adopts easily, without losing effectiveness;
- + Ability to effectively perform in a dynamic, fast-paced environment;