



## **Human Resources and Compensation Consultant** **QTI Consulting, Inc.**

### **Company Summary**

QTI Consulting, Inc. assists our clients in maximizing their investment in human capital. Our core service areas of Compensation, Surveys and Assessments, and Performance Management & Succession Planning are focused on driving business results through improved performance of our clients' workforce. We have an opportunity available for a Compensation Consultant to join our Consulting team. As a member of the QTI Consulting team, this individual will assist in providing a variety of consulting services to our clients such as compensation design, total rewards analysis, performance management activities, employee engagement surveys, and human resources effectiveness assessments.

### **Job Summary**

Responsibilities include:

- Advise clients by:
  - maintaining regular contact and establishing personal rapport with current, past and potential clients;
  - identifying, understanding, and responding to their needs;
  - developing total talent management tools such as staff and executive compensation systems, variable pay and sales incentive programs, surveys, and/or performance and talent management systems;
  - and collaborating with the departments and companies of The QTI Group.
- Manage consulting projects by facilitating client meetings and presentations, responding to client questions, managing workflow, and completing projects within budget and client expectations.
- Support, maintain and develop client relationship by sourcing new clients; partnering with sales and marketing to follow through on leads; developing and presenting proposals and contracts; educating clients on QTI services, and referring clients to other QTI business units.
- Design solutions to meet client needs by conducting market analysis, employee interviews, job analysis activities, data analysis; creating job descriptions, salary grades and ranges; administering survey process and logistics.
- Conduct data analysis using spreadsheet and database applications for compensation market pricing activities,
- Administer various survey types, including compensation, feedback, satisfaction, engagement, etc. and interpret data/results,
- Research current human resources activities and stay abreast of trends in the HR marketplace,
- Partner with others on the team and assist in HR effectiveness assessments, total rewards analysis, design of performance management and succession planning systems, and salary structure design



We seek candidates with a Bachelor's degree in human resources, industrial relations, market research, statistics, mathematics, accounting, or a related analytical field of study and progressively more responsible, related work experience in consulting or in human resources. Demonstrated quantitative analysis abilities and experience with designing compensation systems, surveys, job description analysis and development and a strong knowledge of human resource compliance is needed. Detailed background in compensation systems including point factor, skill-based, broadbanding, variable pay, executive compensation, non-qualified plans, etc., is preferred. MBA and PHR or CCP certification preferred.

Must be able to communicate well with others, both written and verbally; capable of relating to individuals at all job levels; analytical; adaptable, proficient in MS office products; detailed oriented; and must possess excellent decision-making, problem-solving skills and be proficient in MS Office products.

The job level and compensation of this position will be based upon the qualifications of the successful candidate. This position will be located in our Downtown Madison office. Travel within driving distance is required for most client work. Interested candidates should submit their resume to Nicki McCurdy at [professionalstaffing@qstaff.com](mailto:professionalstaffing@qstaff.com).