**The Andersons, Inc.**

**Senior HR Analyst, Compensation and Benefits**

**Overview**

This role’s primary focus will be building relationships with HR colleagues and provide guidance, analysis and market insight related to Total Rewards programs (compensation, benefits, wellness) to meet employee needs and comply with regulatory requirements.

**Responsibilities:**

* Utilizes Workday system and Excel/Access to create reports, track/interpret data, create analytics, communicate data and insights to management and internal partners.
* Provide data and analytical support to the Total Rewards team with processes such as benchmarking, budgeting, salary and benefits administration, incentive and equity plans, vendor interfaces and conversions.
* Develop and implement procedures, programs and process improvements to support company strategic and operational objectives.
* Develop reporting and safeguards to ensure benefits regulations, compliance requirements, plan eligibility rules, and policies

**Experience:**

* Bachelor’s Degree in HR, Accounting, Finance or related field
* 5-7 years of experience in HR or finance roles, including 2-4 years of Compensation and/or Benefits experience
* Results and detail oriented, highly analytical, able to meet tight schedules
* Excellent Excel and math skills related to compensation and benefit programs. Ability to run, edit and build Excel macros, V-Lookups, IF statements, Pivot tables. Familiarity with wide range of formulas

**Soft**

* Ability to work under pressure and tough deadlines, Strong Time Management skills;
* Ambitious self-starter
* Exception interpersonal skills and the ability to work independently and as a team player
* Accustomed to working with highly confidential information
* Ability to work in a complex challenging and sensitive environment and use the appropriate communication and influencing skills in order to work well with others
* Extremely high level of accuracy and attention to detail
* High level of customer service and stakeholder management
* Ability to work both in a team and independently
* There will be some routine Reward administration and weekly/monthly reporting activities and some strict deadlines to adhere to. This will be balanced with ad hoc project work and coordination of Total Reward initiatives.