

Reward Analyst at Safaricom Kenya

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Company: JobWebKenya

Location: Kenya

Category: business-and-financial-operations

Job Description

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Safaricom is the leading provider of converged communication solutions in Kenya. In addition to providing a broad range of first-class products and services for Telephony, Broadband Internet and Financial services, Safaricom seeks to uplift the welfare of Kenyans through value-added services and support for community projects.

Summary

Reporting to CoE Lead, Reward and Employee Relations, the role holder will offer clear and constructive rewards practice support, both internally and externally, to assist with the accumulation of relevant remuneration and incentives data. The role will process all relevant data to assist with the research and development of reward processes and implement changes where necessary.

Responsibilities

Provide support and assist with a range of reward initiatives, including pay review benchmarking, remuneration and incentive reward schemes.

Adopt agile mindset and principles in delivery of Reward assignments and initiatives.

Offer support and assist with the design of the year-end salary review process.

Collaborate closely with key stakeholders, including HR Business Partners, the Payroll team, the Finance team, and HR, and maintaining strong and supportive relationships in all departments in order to offer and receive assistance where necessary.

Support the Annual Review process, ensuring that the process is compliant with the requirements of the reward governance framework.

Offer support with a multitude of reward activities, including the annual compensation cycle and creating salary benchmarks.

Assist with the bonus and incentive plans, and alongside implement new reward systems where necessary.

Review and develop current benefit and reward schemes.

Support the Total Reward Leads with the development and implementation of any new systems or processes that may be put into place.

QUALIFICATIONS

Bachelor's Degree and Higher National Diploma in HRM

At least 2 years' relevant experience

At least 2 years' relevant experience in report writing and analysis

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