



EMEA Compensation & Benefits Manager (m/f/d)

The EMEA Compensation & Benefits Manager will serve as a key resource for all compensation, benefits, and mobility related matters supporting Allegion's EMEA organization. This position will support the design, administration, and delivery of all compensation policies & programs to ensure competitive positioning in order to attract and retain top talent. Responsibilities will include job evaluation, market pricing, survey administration, compensation reporting and analysis, and administration of Allegion's annual compensation planning process. This role will serve as a Subject Matter Expert (SME) and a thought leader to the organization.

DUTIES & RESPONSIBILITIES (include but not limited to):

Compensation

- Provide compensation subject matter expertise and thought leadership to the organization in support of Allegion's compensation philosophy including incentive plan design, job grading, market pricing, internal equity, job evaluations, hourly and salaried compensation structure design, etc
- Support the development of new compensation plans, programs and policies or changes to existing compensation plans, programs and policies
- Manage Allegion's EMEA annual compensation review process
- Participate in compensation surveys to ensure access to relevant market data

- Create / maintain compensation structures and job code data. Ensure compensation data in HR systems are accurate and adequate to meet business needs
- Partner with internal and external parties to define and implement functional changes and enhancements to the compensation module of Allegion's HRIS and compensation management systems
- Provide analytical support including economic and cost impact models in the development of merit budgets, variable compensation guidelines, job family structures, grades, pay lines, broad bands or other structures
- Provide pro-active compensation analysis to identify potential retention risks of key talent in the organization
- Perform audits and analysis of compensation data to ensure Allegion is compliant with country regulations and consistent in administration of compensation policies and practices

Benefits

- Facilitate EMEA Benefit plans, including but not limited to life, disability, pensions, and wellness initiatives.
- Maintain vendor relationships and work closely with benefits consultants to ensure optimal service.
- Ensure compliance with all federal and local regulations.
- Provide guidance and proactively recommend actions for newly proposed and approved mandates.
- Execute the Annual Renewal processes for all EMEA benefit plans.
- Establish and monitor budgets. Prepare various benefit and claim reports to provide leaders with understanding of benefit costs and trends.

Mobility

- Consult with and educate employees and leadership on global mobility, immigration, and relocation policies to ensure consistent and applicable relocation support benefits are offered.
- Manage the EMEA mobility program, working closely with third party service providers to ensure smooth relocation and assignment processes, ensure taxable values are provided to payroll as appropriate, etc.
- Assist with international assignment/transfer cost projections and data analysis for relocation.
- Administer EMEA immigration programs and serve as a point of contact for inquiries regarding immigration issues.
- Coordinate immigration applications and visas, permanent residency sponsorship process, travel/visa stamping renewals, preparation of global visa application sponsorship letters, as well as other tasks needed to support immigration programs in coordination with outside law firm.
- Stay abreast of foreign national employees' job changes (locations, duties, terminations) to ensure nonimmigrant work status is in compliance.
- Maintain immigration and global mobility records, including Public Access Files.
- Maintain legal immigration tracking system in coordination with legal department and outside law firm.
- Provide subject matter expertise and ensure company compliance with appropriate regulations/guidelines.

- Identify innovative and viable suggestions for strengthening processes and improving customer service.

QUALIFICATIONS:

- Bachelor's degree required; 5+ years of compensation and benefits experience required.
- Strong working knowledge of a variety of EMEA country wage and benefit regulations
- Must have effective decision-making/critical thinking skills with the ability to manage and influence key stakeholders
- Strong change management experience required
- Excellence in customer focus: Ability to collaborate, consult and partner with HR and business leaders to provide thought leadership and drive results
- Exceptional organizational skills with strong attention to detail, follow-up and problem resolution.
- Experience with large HRIS/ERP systems; Workday preferred.
- Ability to maintain a high level of confidentiality
- Advanced level MS Office skills are required

SOUND LIKE YOU?

Mr. Andreas Hentrich would be pleased to receive your convincing application at:
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