



Customized Compensation and Talent Management Solutions

Customized Solutions for Your Workforce Challenges

Running a business is not for the faint of heart. Pressures and responsibilities, especially ones without simple resolutions, follow you home at night and invade your dreams. Every business has its own unique set of positives and negatives, joys and headaches. Sometimes you just need a little inspiration from a true partner to help you solve them.

Here are some common issues we have seen:

Compensation

- Increasing employee commitment and motivation
- Determining fair and equitable pay
- Difficulty managing and administering incentive plans
- Offering attractive benefits packages
- Staying up to date with ever-changing talent trends
- Ensuring that compensation aligns with both organizational goals and employees' needs
- Effectively communicating with employees about pay

Career Architecture

- Unclear career paths that cause ambiguity about advancement
- Inconsistent or outdated job roles, descriptions, and/or levels
- Limited mobility and career growth opportunities
- Undefined competencies for job success
- Lack of manager experience in recognizing and developing talent

Talent Management

- Losing your best people to competitors
- Discovering the right skills needed for success in each position
- Keeping people engaged and invested in their work
- Developing the team's skills and interests for career advancement
- Identifying and preparing potential successors for key positions
- Finding qualified people who inspire and enhance your workforce
- Building individuals into effective teams
- Providing clear expectations, feedback, and performance guidance

System Solutions

- Challenges in selecting the right technology to support operations
- Concerns about integrating a new system with current tools
- Implementing and maintaining the system long term
- Getting stuck with a system that is too difficult or doesn't meet the organization's needs



CompTeam can help. As compensation and talent management experts, we partner with people leaders to relieve these and other pain points. Don't see your particular headache? Give us a call and we will help you get to the root of the problem.

Compensation Services

[Total Rewards Roadmap with Wx Scorecard](#)

How does your workforce experience (Wx) stack up? CompTeam identifies the strengths and gaps in your company's current compensation and benefits offering. We provide recommendations as well as a phased approach for initiatives that will allow you to become competitive in the market.

[Compensation Philosophy and Pay Manual](#)

In association with leadership, CompTeam will craft a strategic approach on how your company invests in its people for success. The compensation philosophy is a formal, written guide outlining your company's approach to how it pays its people. This is the first chapter of your pay manual, which is a policy document that details the company's compensation philosophy, pay structure, pay ranges, and talent management guidelines.

[Competitive Compensation Analysis with Pay Ranges](#)

We review the total compensation/pay positioning of jobs, employees, and your overall group compared to industry peers, then discuss approaches and provide pay ranges that best meet the company's needs with consideration of job worth, market valuation, cost optimization, and aligns with your company's compensation philosophy.

[Job Evaluation](#)

How can you value a role without understanding the job itself? In collaboration with the client, CompTeam will use either the classification method or the gradar point factor method to perform your job evaluation, which is a systematic way of grouping roles by function that require similar knowledge, skills, and behaviors. Job leveling will be completed by determining the value of each job in relation to other jobs in the organization. Jobs will be evaluated based on management, and individual contributor career tracks. We will use job descriptions and coordinate with the Chief People Officer to validate functions and levels.





Pay Studies and Structures

Pay Structure

How much do you offer new hires? Consisting of a series of pay ranges and levels for each job title, the pay structure represents the company's decision about the value of each title. We will review the viability of the current structure, analyze the benefits of alternate methods, and present recommendations to leadership.

Executive Pay Study

Is your company top-heavy? We will assess the market positioning of the base salary and total direct compensation of one or more of the senior management team, compare it to your industry's competitive peers, and provide recommendations based on these benchmarks.

Benefits Study

How does your company rank on employee health and wellness? The benefits package your company offers is a vital piece of attracting and retaining top talent. CompTeam analyzes your company's current package alongside similar US businesses to determine how your benefits offering stacks up against your competitors.

Fair Pay Study

Are your employees paid fairly? The Fair Pay Study is based on job classifications, levels, and existing pay ranges. It is intended as a first step in evaluating pay fairness but stops short of a complete statistical Pay Equity study that groups positions on the basis of comparable worth. A Fair Pay study demonstrates your commitment to fair pay, expanding your company's reputation, and increasing employee investment and performance.

Pay Equity Study

Is unconscious bias a danger to your company? The Pay Equity Study is a more comprehensive approach than the Fair Pay Study as it groups positions by comparable worth. The process includes our partners at Jackson Lewis Law Firm and consists of a series of steps meant to build a legally defensible analytical model and/or accurately reveal those areas of the pay system needing adjustment.

Facilitating Performance

Post-Merger Harmonization

Joining disparate groups? CompTeam can assist you after mergers and acquisitions in harmonizing pay and pay practices across the company. We will determine the pay competitiveness and recommend adjustments as needed for pay fairness, differences in geographic practices, and techniques to bring pay into alignment.

Performance Incentive Plans

Need to find an incentive plan that works? We offer a variety of incentive/bonus plans with options tailored to fit your unique people, culture, and business objectives. We evaluate financial and market data, job roles, and operating models to ensure you get a plan that drives performance and incentivizes the correct behaviors to move your business forward.

Rewards Roadmap Packages

Don't have an in-house HR specialist? CompTeam can perform that function or help train a new hire for that role. We have a variety of annual packages to fit your company's needs for expertise on demand with a dedicated compensation analyst, regular meetings with managing consultants, and 15% discounts on project work.



Career Architecture

Is your existing career architecture outdated or misaligned?

Clear structures for all jobs, functions, and levels within your business is crucial for strategic decision-making about compensation. It enables comparisons between similar jobs, identifies disparities in pay, and adds objectivity to decisions such as pay raises, job promotions, and incentive plans.



Career Architecture Design and Coaching

We will complete a job analysis of each position to update job descriptions and properly assign both levels and roles. Each position will be mapped to competencies and assigned the level of competence needed to perform them.. Then, we administer talent assessments, design managers' training, and maintain the job structure as new positions are added or changed.

Career Architecture with Core Competencies

Your company's core competencies refer to the specific and unique capabilities, knowledge, and skills that define your strategic advantage in the marketplace. The core competency matrix based on the globally recognized TMA Method will align employee development to create a unified path for success across all functions. The core competencies can be used to enhance hiring, career development, performance alignment, and succession planning.

Career Architecture with Functional Leveling Guides

Is your workforce management reactive rather than proactive? We will interview key stakeholders to create a career-leveling guide complete with TMA Method competencies based on the skills demonstrated by your top performers. With functions leveled and skills sharply defined, managers can ensure appropriate development and set clear expectations with their people.

Job Descriptions



Job Descriptions

Do you have what you need to post for an open position? CompTeam will draft job descriptions into a uniform job description template with final editing based on manager approval. Each description will also include competencies for each role.

FLSA Job Review

Based on documents provided by the company, observation, and interviews, we will conduct a Fair Labor and Standards Act evaluation. We will recommend classification for each job, but final decisions will be made in collaboration with leadership.

Talent Management

Workforce Experience Training

CompTeam specializes in developing an exceptional workforce experience for organizations around the world. With CompTeam on your team, you can confidently continue to be leaders in your industry.

- We partner with you to evaluate and enhance your current workforce experience.
- We survey all team members and then conduct in-depth interviews with a cross-selection of employees.
- We provide you with a report of trends and identify areas for improvement.
- We will meet with you to provide recommendations and next steps.
- If you're also doing a competitive compensation analysis with us, then we will provide a Rewards Roadmap that you can implement to continue moving toward your goals.



Compensation Training

How do you communicate with your team about pay? CompTeam will facilitate a train-the-trainer session with the people department or meet directly with managers to discuss the company's compensation philosophy, pay strategy, and best practices on how to communicate with employees. We will also discuss specific case studies on making the appropriate pay decision based on performance and fairness.

[TMA Method](#) Certification Training

Need TMA training for your HR department? In partnership with TMA USA, we can provide virtual or in-person certification training on the TMA Method. This global accreditation focuses on developing a modern talent manager capable of using the method and the system to facilitate employee hiring, teaming, career development, and succession planning processes.

System Solutions

Systems Evaluation, Recommendation, & Implementation

Need a new platform, but don't know which one or how to launch it without disrupting your business? We specialize in helping you select, implement, and manage the appropriate talent and reward systems for your organization. We'll take you through every step of the system implementation journey from developing requirements, conducting vendor reviews, data scrubbing, software implementation, and on to a successful launch. Then we will help you manage and maintain the system, ensuring your company's effective integration.

gradar Compensation Solutions

We partner with [gradar](#), an accessible, affordable software designed to empower HR departments and provide a suite of specialist job evaluation services. Their simple, transparent application makes the analysis and evaluation of jobs easier than ever.

TMA Talent Management Solutions

We also partner with [TMA](#), a global, integrated talent management system that helps companies assess, hire, team, and develop their employees to improve cohesion and increase productivity in their workforce.

Job Code Creation & Implementation

CompTeam can advise your company on creating and assigning smart codes to their existing functions and jobs.



Take the stress out of your compensation and talent management decisions.

[Schedule a free consultation](#)

We look forward to partnering with you!

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