**Job Title: Reward Specialist (Experienced, Benefits Focus)**

**Department:** Human Resources

**Reports To:** Head of Reward

**Location:** Bristol / Hybrid 3 days on site

**Job Type:** Full-Time

**Job Summary:**

We are seeking an experienced Reward Specialist to join the Reward Team. C&C has its Head Office in the Republic of Ireland and operations across the Republic of Ireland and the UK. The successful candidate will need strong knowledge of working in Reward in at least one of these jurisdictions.

The successful candidate will be joining the team at an important point in its development as it transitions to a more strategic, data-led, and digitally enabled function. Working alongside other members of the team, you will have a strong focus on managing, developing, and promoting competitive employee benefits while maintaining our benefits platform. The successful candidate will work closely with the HR team, providers, and brokers to optimise benefit offerings, evaluate financial implications, and ensure compliance with legal requirements and best practices, with a focus on both the UK and Ireland.

**Key Responsibilities:**

* Manage and evaluate the company’s benefits programmes, including health, wellness, pension, and risk benefits (e.g., death in service, income protection) across the UK and Ireland.
* Lead negotiations, working with providers or brokers to optimise cost efficiency and service quality for each benefit stream, ensuring financial viability.
* Support the development of a wellbeing strategy and collaborate with internal stakeholders to develop and promote initiatives that drive employee engagement and integrate wellbeing with benefits seamlessly.
* Develop and implement employee communications strategies to enhance visibility and participation in benefits offerings.
* Own and maintain the company's benefits platform, ensuring smooth operation and a user-friendly employee experience.
* Coordinate the annual benefits and pensions renewal process, working with the HR Operations Team to ensure timely and accurate data submissions.
* Lead the costing and financial modelling of reward programmes, utilising advanced Excel skills to assess financial impact, forecast costs, and guide decision-making.
* Work closely with the HR and Finance teams to manage the compensation budget and ensure alignment with business priorities and forecasting future financial requirements.
* Arrange and promote benefits days, supplier days, and other initiatives to increase awareness and participation in benefits programmes.
* Conduct regular market benchmarking to ensure benefits remain competitive, while assessing the cost-effectiveness of programme enhancements.
* Maintain up-to-date knowledge of the benefits landscape, regulations, and market trends in the UK and Ireland, ensuring compliance in both regions.
* Collaborate closely with various elements of the HR team, including Payroll, HR Business Partners, and Employee Relations, to deliver an integrated and seamless benefits experience.
* Provide key inputs for the company’s annual report in areas such as employee engagement, wellbeing, and benefits utilisation.
* Support employees with benefit-related queries, ensuring a smooth and positive experience.
* Ensure compliance with legal regulations and internal policies across all benefits offerings.
* Coordinate and support the network of Mental Health First Aiders within the business, ensuring they are adequately trained, resourced, and recognised. Work collaboratively with stakeholders to align mental health initiatives with the company’s wellbeing strategy

**Qualifications and Experience:**

* Proven experience in employee benefits management within a large organisation, including cost analysis and financial impact assessment.
* Strong knowledge of benefits regulations, legislation, and risk benefits (e.g., death in service) in the UK and/or Ireland; experience across both regions is highly desirable.
* Advanced proficiency in Excel, with a strong ability to model costs, analyse financial data, and forecast budgetary requirements.
* Experience developing employee communications to promote benefits and increase engagement.
* Experience managing benefits platforms and working with external providers or brokers.
* Excellent communication skills, with the ability to liaise with external providers and internal stakeholders.
* Demonstrated ability to evaluate financial impact when managing benefits budgets and presenting cost models to stakeholders.
* Proven track record in organising and promoting benefit days or supplier days.
* Experience supporting the preparation of annual reports, particularly in the areas of employee engagement and wellness.
* Experience working collaboratively in a multi-functional HR team environment, with a focus on delivering integrated HR solutions.