

Lead HR Compliance and Operations Specialist #5686

Position Locations

Lincoln, Nebraska, United States

Area of Interests

Human Resources

Full-Time/Part Time

Full-time

Job Description

In this role you will actively coordinate projects, policy implementation, audit functions and compliance regarding our values and regulatory requirements in all states we have associates residing and/or working. You will manage key projects for policy alignment and will be a key point of contact to coordinate audit responses and interdepartmental policies to manage risk and increase efficiency.

In addition, you will be responsible for coordinating results needed for business outcomes or to supply information for our organization or other HR Leaders; ensuring dashboards, reporting and data integrity are intact and leverage to understand our workforce dynamics, trends and create analytics.

This is a hybrid role working partially in-office (Lincoln, NE) and partially from home.

What you do:

- Conduct a continuing study of policies, programs, and practices with special attention to regulatory impact.
- Interpret federal laws, state laws, local laws, and policies while advising management on HR compliance best practices. Perform validation, testing, and verification on state requirements relating to training and policy implementation.
- Effectively oversee the remediation of higher risk inquiries that have material impact to a unit within our enterprise.
- Understand and implement procedures and policies to meet compliance with company policies and government regulations in partnership with peers, business leaders risk management, records retention, internal audit and HR Legal.

- Develop and lead the implementation of action plans for compliance to new standards or regulations.
- Serve as HR coordinator for business continuity, budgeting, record retention, risk management and HR systems and programs. Act as HR liaison to these corresponding teams.
- Work with key stakeholders to deliver HR compliance related reporting, presentations, and training.
- Coordinate the annual review of changes to the Associate Handbook.

What you bring:

- Bachelor's degree or equivalent combination of education and work experience required.
- 3-5+ years of human resources compliance and employment law experience required.
- PHR, SPHR, SHRM-CP, SHRM-SCP designations desired or preferred.
- Ability to utilize previous knowledge and experience of business and management principles involved in strategic planning, resource allocation, workforce modeling, leadership technique, production methods, and coordination of people and resources required.
- Ability to identify complex problems and review related information to develop and evaluate options and implement solutions required.
- Ability to use logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions, or approaches to problems required.

What we offer:

A meaningful mission. Great benefits. A vibrant culture

Ameritas is an insurance, financial services and employee benefits provider. Our purpose is fulfilling life. It means helping all kinds of people, at every age and stage, get more out of life.

At Ameritas, you'll find energizing work challenges. Flexible hybrid work options. Time for family and community. But dig deeper. Benefits at Ameritas cover things you expect -- and things you don't:

Ameritas Benefits

For your money:

- 401(k) Retirement Plan with company match and quarterly contribution.
- Tuition Reimbursement and Assistance.
- Incentive Program Bonuses.
- Competitive Pay.

For your time:

- Flexible Hybrid work.
- Thrive Days - Personal time off.
- Paid time off (PTO).

For your health and well-being:

- Health Benefits: Medical, Dental, Vision.
- Health Savings Account (HSA) with employer contribution.
- Well-being programs with financial rewards.
- Employee assistance program (EAP).

For your professional growth:

- Professional development programs.
- Leadership development programs.
- Employee resource groups.
- StrengthsFinder Program.

For your community:

- Matching donations program.
- Paid volunteer time– 8 hours per month.

For your family:

- Generous paid maternity leave and paternity leave.
- Fertility, surrogacy, and adoption assistance.
- Backup child, elder and pet care support.

An Equal Opportunity Employer

Ameritas has a reputation as a company that cares, and because everyone should feel safe bringing their authentic, whole self to work, we're committed to an inclusive culture and

diverse workplace, enriched by our individual differences. We are an Equal Opportunity/Affirmative Action Employer that hires based on qualifications, positive attitude, and exemplary work ethic, regardless of sex, race, color, national origin, religion, age, disability, veteran status, genetic information, marital status, sexual orientation, gender identity or any other characteristic protected by law.

Application Deadline

This position will be open for a minimum of 3 business days or until filled.

This position is not open to individuals who are temporarily authorized to work in the U.S.

About this Position's Pay

The pay range posted reflects a nationwide minimum to maximum covering all potential locations where the position may be filled. The final determination on pay for any position will be based on multiple factors including role, career level, work location, skill set, and candidate level of experience to ensure pay equity within the organization. This position will be eligible to participate in our comprehensive benefits package (see above for details). This position will be eligible to participate in our Short-Term Incentive Plan with the annual target defined by the plan.

Pay Range \$75,189.00 - \$124,062.00 / year

Pay Transparency

Pay transparency is rooted in principles of fairness, equity, and accountability within the workplace. Sharing pay ranges for job postings is one way Ameritas shows our commitment to equitable compensation practices.

Apply

www.ameritas.com/careers