

Benefits and Compensation Manager

EVELYN TROTTA

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OBJECTIVE

To manage the employee benefits section of a corporate personnel department; plan and develop all compensations programs; administer salary policies; procure insurance coverage for groups and major medical; access systemized information on Wang computers for instant application to legal problems in benefits and compensations; and earn advancement to personnel generalist executive position.

EXPERIENCE

Five years of heavy benefits and compensation experience with multidivision corporation and with international management consulting firm specializing in employee benefits, compensation, and job structure.

☒ **Benefits and Compensation Administrator**, TIGHE, WATTERS, AND BAILEY, INC., New York City, (1991-present). Manage corporate compensation section of this \$3 billion mining corporation. Design, develop, implement, and review all benefits and compensation programs through staff of 25 analysts and clerks. Interact with top management, personnel officers, and employees. Negotiate with carriers. Survey job and salary structures and innovate bonus, executive compensation, and other incentive systems.

☒ **Consulting Analyst**, BROUNARD AND LINK, Insurance Consultants and Brokers, New York City (1987-1991). Consulted with top-echelon officers and with personnel departments of large corporations. Reviewed current programs, innovated and revised both compensation and benefit programs. Obtained special packages for carriers. Wrote proposals and reports and made oral presentations to both management and employee groups.

EDUCATION

Professionally trained in college, insurance institute, and personnel programs. Have passed two actuarial tests and now scheduled for third test.

☒ **Certificates**, AMERICAN INSTITUTE OF INSURANCE (1988); AMERICAN INSTITUTE OF PERSONNEL EXECUTIVES (1990).

☒ **Bachelor of Science**, RUTGERS UNIVERSITY, Newark, New Jersey. Major: Finance (June 1987).

AFFILIATIONS

American Compensation Association; National Personnel Association, Compensation and Benefits Association of New York; American Businesswomen's Association; Beta Gamma Sigma, a national scholastic honor fraternity for collegiate schools of business.

REFERENCES

Available upon request.