
Title: Benefits Manager - US

People 2.0 Background

People 2.0 (www.people20.com) offers global Employer of Record (EOR) and Agent of Record (AOR) services tailored to serve two distinct client channels: Market Makers in talent and Independent Contractors.

The “Market Makers in talent” channel is comprised of services that match supply and demand for talent and consists of four segments: staffing agencies, search and recruiting firms, mass talent procurement services and consulting/compliance/contracting organizations. By utilizing People 2.0, Market Makers gain the benefit of adding EOR and AOR deployment options to the talent placement services they provide and act as effective resellers of People 2.0’s services.

The universe of “Independent Contractors” consists of professionals and workers who contract for work either as an individual or through a form of personal incorporation. People 2.0 supports Independent Contractors by unburdening them from all administrative aspects of their deployment arrangements.

Headquartered in the USA, near Philadelphia, PA, People 2.0 ranks among the largest independent workforce deployment platforms in the world. Services are provided through in-country establishments in 40 countries spread across three regions - the Americas, EMEA and Asia Pacific. People 2.0 is majority owned by TPG Growth, the growth equity investment platform of TPG, one of the most prominent investment firms in the world, with the remaining equity being held by CIP Capital and People 2.0 management.

Position Overview

The Benefits Manager is responsible for developing employee benefits programs, along with overseeing all administration of company health, welfare, retirement, and supplemental benefits plans. The Benefits Manager is responsible for the oversight, compliance, and administration of the benefit programs for the Company’s U. S. workforce, which includes internal/core teams (150 employees) as well as a large contracted workforce (10,000+ employees). They will be instrumental in the development of short-and long-term benefits strategies and competitive, cost-effective health, welfare, and retirement plans. In addition, this role will provide compliance oversight in partnership with the HR team to ensure that the Company’s benefit plans are compliant with IRS, ERISA, PPACA and other regulatory requirements.

Specific Responsibilities

- Manages the day-to-day operations of the company’s group health and wellness programs in the U. S.
 - Serves as primary contact for plan vendors and third-party administrators. Helps define processes to coordinate the transfer of data to external contacts for services, premiums, and plan administration. Investigate discrepancies and provide information in non-routine or non-compliance situations.
 - Ensures accurate and compliant employee health and welfare benefit information in the Company’s HR system(s).
 - Oversee timely and accurate responses to employee, client and vendor inquiries, handle escalations from the benefits team members.
- Administers the day-to-day aspects of the Company’s retirement plan(s), to include 401k and Non-Qualified plans, with primary responsibility of ensuring third-party administrators are compliant with ERISA and IRS guidance.

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- Develops and delivers short- and long-term recommendations to ensure benefit programs meet the needs of a diverse workforce, while maintaining compliance with all legal requirements.
- Ensures benefit programs are aligned with corporate strategies and objectives.
- Oversight of payroll processing for US internal staff, approximately 150 employees.
- Manages open enrollment processes which occur several times throughout the year due to onboarding new clients regularly.
- Assists in the design, implementation, communication, and administration of affordable and competitive benefit programs. Make plan design and pricing recommendations to clients to help attract and retain employees.
- Oversees wellness strategies for health improvement across the organization.
- Develops processes and procedures for benefits administration and educate company and client stakeholders on best practices to ensure compliance with applicable federal and state leave regulations.
- Responsible for ensuring plans are compliant with federal and state PPACA programs and that proper tracking and reporting is in place.
- Partners with external vendors to conduct annual discrimination testing, annual 5500 filings, 1094-5 process, plan audits and ensure all government filings are prepared timely.
- Stays current on changing state and federal compliance and HR policy changes and provides necessary updates, education, and process changes

Skills and Qualifications

- Bachelor's Degree in Human Resources, Business Administration preferred or related years of experience
- Minimum 8-10 years' experience in benefit program administration for a fast-paced, growing organization. Experience administering benefits at a Professional Employment Organization (PEO) is a plus.
- Ability to lead a team through change and provide mentorship and development opportunities to benefits and HR team
- Demonstrated leadership and communication skills that effectively direct, motivate, collaborate, and influence at all levels within the organization
- Knowledge of all pertinent federal and state regulations, filing and compliance requirements both adopted and pending affecting benefit programs, including ERISA, COBRA, ADA, Section 125, Worker's Compensation, Medicare, HIPAA, and social security and DOL requirements
- Experience building and administering multiple benefit plans simultaneously
- Deliver exceptional customer service while ensuring compliance and controls are communicated to internal and external clients
- Experience with global/international benefit plan design is helpful, not required