

Reward Advisor

Location: Onshore Aberdeen, opportunity for hybrid working

Salary: Competitive

Date Posted: Thursday, 18 June 2026

Closing Date: Thursday 16 July 2026

The Role

As Reward Advisor, you will play a key role in shaping and delivering Serica's total reward approach across the business. Working closely with HR, Finance and senior leaders, you will ensure our reward frameworks are competitive, commercially robust and aligned to business strategy, supporting our ability to attract, motivate and retain talent.

This is a role with real influence. You will provide expert insight and data-led recommendations that inform executive decision-making, including supporting Remuneration Committee activity and contributing to PLC-level governance and reporting.

You will take ownership of core reward processes, including annual salary and bonus cycles, ensuring they are delivered with accuracy, integrity and transparency. Through close collaboration with Finance and HR Business Partners, you will help embed a culture of accountability and ensure reward decisions are grounded in sound financial discipline.

Beyond core cycles, you will drive the continuous improvement of our benefits offering and support the delivery of share plans and incentive arrangements. You will foster a learning mindset bringing external insight into the organisation and continuously reviewing market practice to keep Serica competitive.

Working in line with our CLEAR values, you will build strong, respectful relationships across the organisation, empowering others with insight, taking accountability for outcomes, and ensuring open, effective communication at every stage.

What we are looking for in potential candidates:

We are looking for a commercially minded reward professional who combines strong analytical capability with the confidence to influence at all levels.

Key Responsibilities

- Support executive reward governance, including preparation of RemCo materials and regulatory reporting
- Lead annual salary and bonus review processes, including modelling, analysis and delivery
- Partner with Finance and HR to align reward decisions with budgets, business strategy and workforce plans
- Manage and review employee benefits, including renewals, provider relationships and market benchmarking
- Own and enhance people cost reporting, providing clear insight to support decision-making
- Support the administration and communication of share plans and incentive schemes

Experience & Qualifications

- Degree-qualified (or equivalent experience) in HR, Finance, Economics, or a related discipline
- Proven experience in reward, compensation, benefits or people cost analysis

- Strong analytical skills with advanced Excel capability and experience in data modelling
- Experience working cross-functionally with HR and Finance on budgeting and forecasting
- Commercially aware, with a strong understanding of reward in the context of business performance and cost
- Strong stakeholder management skills, with the ability to communicate complex information clearly and effectively

Next Steps

If, having read the information above, you would be interested in a conversation to take things forward, the next step is to contact Emma.Smart@orioneng.com at Serica's Recruitment Partner, The Orion Group.

Please note that applications for this role will be managed by our recruitment partner, the Orion Group. By submitting your application, you acknowledge that your personal data will be shared with and processed by Orion for the purposes of recruitment. For queries or to exercise your data protection rights, you can contact Orion at marketing@orioneng.com. Further information on how your data is used can be found in their [Privacy Policy](#).

JOB DESCRIPTION

Job Title:	Reward Advisor
Department:	Human Resources, Internal Communications, Training and Competence Team
Onshore/Offshore:	Onshore
Location:	Aberdeen / Hybrid
Reports to:	Human Resources (HR) Business Partner

Role Purpose

The Reward Advisor supports the development, governance, and delivery of a best practice total reward framework within a PLC environment. The role is responsible for ensuring reward programmes are competitive, cost-effective, and aligned to business strategy, while maintaining strong financial discipline and regulatory compliance.

Areas of Responsibility

Geographical Span:	All Serica Assets
Direct Reports:	N/A
Travel Required:	Occasional as required

Main Tasks

Please note that this list of duties is not exhaustive, and employees will be expected to undertake reasonable duties commensurate of their role and grade.

Executive & Governance Support

- Support the Chief People Officer (CPO) with the preparation of high-quality, data-driven Remuneration Committee (RemCo) papers
- Assist in the annual Directors' Remuneration Report inputs and ensure alignment with PLC governance and disclosure requirements
- Contribute to executive reward analysis, benchmarking, and modelling by providing accurate data

Salary & Bonus Planning & Awards

- Lead the preparation and modelling of the annual salary review and bonus budgets
- Lead the annual salary review and bonuses processes
- Partner with Finance and HRBPs to ensure affordability, alignment to business performance, and consistency across the organisation

Benefits & Wellbeing

- Manage annual benefits renewals, including provider negotiations and cost management
- Support the design and rollout of a flexible benefits platform, ensuring strong employee engagement and operational efficiency
- Continuously review benefit offerings against market practice and business needs

Total Reward Cost Management

- Develop and maintain a clear view of total reward costs across the organisation (salary, bonus, benefits, share plans, pensions)
- “Own” and continuously refine people cost reporting, providing insight to Finance and senior stakeholders
- Ensure reward decisions are grounded in robust cost analysis and forecasting
- Support HRBPs to ensure cost effective and competitive offering in the resourcing process

Share Plans & Incentives

- Support the administration of share plans (e.g., LTIP, SIP, SAYE), working closely with external providers
- Ensure accurate record-keeping, compliance, and effective communication to participants
- Lead vesting processes including dividends and related payroll coordination

Stakeholder Management

- Work closely with Finance to align reward strategy with financial planning cycles
- Partner with HRBPs and business leaders to embed reward frameworks and support decision-making
- Liaise with external advisors (e.g., remuneration consultants, benefits brokers, share plan providers)

Professional/Educational Requirements

Essential:	<ul style="list-style-type: none"> • Degree-qualified in Human Resources, Business, Finance, Economics, Mathematics, or a related discipline, or equivalent relevant experience • Demonstrable experience in reward, compensation, benefits, or people cost analysis • Advanced Excel and strong analytical capability, with the ability to interpret, model, and present reward and people cost data • Experience of working cross-functionally with Finance and HR to support budgeting, forecasting, and reward decision-making
Beneficial	<ul style="list-style-type: none"> • Experience in a publicly listed company (PLC) or other regulated/corporate governance-led environment • Exposure to Remuneration Committee processes and executive remuneration support • Experience of share plan administration, including coordination with payroll, finance, and third-party providers

Behavioural Skills

Essential	<ul style="list-style-type: none">• Commercially aware, with a strong understanding of reward in the context of business performance and cost• Highly analytical, able to translate data into clear and actionable insights• Detail-focused, with a strong commitment to accuracy in reward data and reporting• Effective at building relationships and working with HR, Finance, and senior stakeholders
Beneficial	<ul style="list-style-type: none">• Resilient, performing well under pressure during peak reward cycles• Adaptable in a growing and evolving business environment• Collaborative in balancing business priorities, employee experience, and cost considerations