



Benefits Analyst

Job Location: Hybrid, Columbus, OH
Full Time/Days

Summary of Position:

- Assist with operational procedures and policy development
- Respond to employee benefit inquiries
- Oversee health and voluntary programs (medical, prescription, life insurance, etc.)
- Monitor online enrollment systems and ensure ACA compliance
- Create and conduct presentations
- Review and evaluate proposals for new benefit vendors and programs
- Lead employee deduction initiatives
- Foster relationships with vendors, employees, and benefits staff

Position Qualifications:

- Bachelor's degree in human resources or related field
- Three (3) years of experience in human resources, benefits, or related field
- Equivalent combinations of relevant training and experience will be considered
- Knowledge of public relations and government processes
- Problem-solving abilities
- Strong mathematical and analytical skills
- Excellent record-keeping and reporting abilities
- Ability to work independently and cooperatively
- Professional communication skills for handling sensitive inquiries

For More Information/To Apply:

<https://secure4.saashr.com/ta/6161230.careers?CareersSearch=&lang=en-US> (Scroll down to locate position)

Deadline is July 21, 2025