

# MarketPay Jobs Powered by JDXpert



**Do you realize that failing to maintain accurate and up-to-date job descriptions can jeopardize your organization's ability to compensate employees fairly, hire top talent, and comply with legal regulations?**

Job description management is critical for the sustained growth of any business, touching upon every aspect of People functions from recruitment efforts, compensation initiatives, to compliance.

For MarketPay users, MarketPay Jobs Powered by JDXpert is a job description management solution that centralizes job descriptions to reduce process waste, accelerates time-to-result with flexible workflows, and reduces compliance risks with strong internal controls.

Centralize job descriptions to reduce process waste

Collaborate with flexible workflows to accelerate time-to-result

Strong internal controls to reduce compliance risks



**Take job descriptions out of local drives and emails** with a single source of truth in a centralized repository.



**Keep track of how job descriptions change and evolve** with easy side-by-side comparisons, audit trails, and archives.



**Create structure and consistency across your job descriptions** with flexible templates and powerful editing tools.



**Protect your company from regulatory sanctions** such as FLSA, ADA, and Equal Pay Act through FLSA wizard and ADA templates.



**Bring job descriptions to the center of all People functions** and transmit that information to vital HR platforms through built-in integrations.



**Proactively audit your descriptions with easy access** to an archive of historical versions of all jobs, job acknowledgements, and manager attestations.



**Pull job description information from the most robust content library** with millions of datapoints of detailed curated content so you never have to start from scratch.



**Utilize job descriptions for a variety of needs throughout the organization** including integrated data feeds to third party systems such as HRIS platforms, Applicant Tracking Systems and Talent Management Platforms.



**Create adaptive workflows** that can be changed on the fly to keep your team and stakeholders looped in.

Request a demo



## Is your organization still managing job descriptions manually in 2022?

Payscale's annual **Compensation Best Practices Report (CBPR)** found in 2021 that sixty percent of participating organizations have full job descriptions for every job. However, eighty percent of those say they use Word, Excel, or PDFs to manage and maintain them. In 2022, less than half (49%) of all organizations surveyed have a centralized management system for creating and maintaining job descriptions.

The antiquated approach to job description management leads to static documents that become outdated, incomplete, and duplicative - putting organizations at risk.

## Key features

### Content Library with Configurable Views

Access the largest job description library available with millions of datapoints and 6,000+ sample descriptions and easily configure views to align them to your compensation strategy.



Complete Simple Questionnaire 'EXECUTIVE EXEMPTION'

If the following four questions are all answered 'yes', then the employee meets the executive exemption test..

Question A   Question B   Question C   Question D   Review

Is the employee's primary duty the management of a customarily recognized department or subdivision of the company?

Yes    No

Additional Information

1. Management duties include interviewing, selecting, and training of employees; setting and adjusting their rates of pay and hours of work; directing their work; maintaining their production or sales records for use in supervision or control; appraising their productivity and efficiency for the purpose of recommending promotions or other changes in their status; handling their complaints and grievances and disciplining them when necessary; planning the work; determining the techniques to be used; proportioning the work among the employees; determining the types of materials, supplies, machinery or tools to be used, or merchandise to be bought, stocked and sold; controlling the flow and distribution of materials or merchandise and supplies; providing for the safety of employees and equipment.

## Compliance

Have confidence that pricing, equity, and compliance decisions are made following FLSA, ADA, Equal Pay Regulations & Industry-specific regulations with FLSA wizard and ADA templates.

## Interview Guides

Get interviews right with guides that accompany each job description and support interviewing teams with the questions to find the right talent for your team.



