

Position 85016 - Manager, Sales Administration

A manager level position that manages sales administration and operations activities to support the sales force. Manages sales administration activities. Ensures the accurate and timely processing and fulfillment of sales orders. Ensures adherence to policies and procedures for order handling and processing. Tracks actual sales versus quotas for the sales organization and ensures accurate reporting to sales management. Works with finance to ensure proper accounting and record keeping procedures for sales activities, including sales incentive / commission calculations. Ensures accurate monitoring and reporting of sales expenses. SCOPE: Accountable for the management of a section of work. ROLE IN STRATEGY / PLANNING: Makes input into specific aspects of the operating plans of the function or unit at the next highest organization level, then, based on prevailing conditions, manages the daily operations of assigned section of work. Outcomes managed have an impact on the assigned section of work. Allocates available resources to meet operating objectives. NEGOTIATIONS / INTERACTIONS: Interacts with direct reports and peers in management / customers / vendors to share information and improve cross-departmental processes. ASSIGNMENT OF WORK: Typically manages supervisors and/or individual contributors. Ensures the ongoing training and development of direct reports. May be an experienced individual contributor that does not manage employees. OVERSIGHT RECEIVED: Work is reviewed relative to defined operating outcomes / milestones. EXPERIENCE: Typically has 7 or more years of experience with 3 or more years of management experience.

POSITION INFORMATION

# of Incumbents Reported	10	Match:	Greater: 0%	Equal: 64%	Less: 75%
# of Companies with Match	11	FLSA:	Exempt: 12%	Total Supervised (Mean):	2
Remote Work	In-Office or Hybrid: 4%			Permanent Remote: 13%	
Geographic Composition	East: 68%	South: 0%	Midwest: 0%	Mountain: 0%	Southwest: 74% West: 51%

SHORT-TERM INCENTIVE ("STI") PLANS

Companies Offering		Incumbent Eligibility			
% of Companies Offering:	49%	% of Incumbents Eligible:	30%		
Sales Incentive / Commission Only	0%	Sales Incentive / Commission Only	0%		
Sales Incentive / Commission + Company STI	0%	Sales Incentive / Commission + Company STI	0%		
Company STI Only	3%	Company STI Only	87%		
Varying Plan Type by Incumbent	0%	% of Eligible Incumbents Who Received in Last 12 Months:	36%		
Reported Awards at Target (as % of Base)					
Incentive Plan Type	n	25th	50th	Mean	75th
All Plan Types	7	26%	23%	21%	39%
Sales Incentive Only	0				
Commission Only	0				
Sales Incentive / Commission + Company STI	0				
Company STI Only	7	20%	45%	41%	51%

LONG-TERM INCENTIVE ("LTI") PLANS

LTI Eligibility	% of Companies Offering:	81%	% of Incumbents Eligible:	7%
LTI Awards Received	% of Eligible Incumbents Who Received in Last 12 Months:	22%		

PAIRED COMPARISON: YEAR-TO-YEAR

# of Companies with Match in Both Current Year and Prior Year					8
Paired Comparison	Base Salary	50th: 33%	Mean: 65%	Actual TCC	50th: 14% Mean: 81%
	TDC	50th: 81%	Mean: 71%		

TOTAL DIRECT COMPENSATION - (In \$USD Thousands)

TOTAL DIRECT COMPENSATION	INCUMBENT						COMPANY				
	n	25th	50th	Mean	65th	75th	n	25th	50th	Mean	75th
All Incumbents											
Base Salary	11	\$77.9	\$112.9	\$110.1	\$131.3	\$133.6	9	\$87.8	\$117.1	\$111.7	\$133.6
Target Total Cash Compensation	9	\$93.9	\$141.5	\$134.4	\$156.1	\$160.9	8	\$112.3	\$140.9	\$137.1	\$162.7
Actual Total Cash Compensation	13	\$89.9	\$122.9	\$129.6	\$152.3	\$163.1	10	\$90.1	\$141.5	\$136.7	\$164.3
Actual Cash Awards as % of Base Salary	8	30%	70%	44%	77%	64%	6	44%	13%	36%	55%
Target LTI Awards	0										
Annualized Value of LTI Awards	2										
Target Total Direct Compensation	4										
Actual Total Direct Compensation	16	\$89.8	\$123.2	\$141.3	\$154.4	\$182.6	9	\$91.1	\$140.4	\$147.8	\$188.2
LTI as % of Base Salary	6										
Annualized Value of LTI Awards - Ongoing	3										
Actual Total Direct Compensation - Ongoing	14	\$89.9	\$125.3	\$132.6	\$152.3	\$167.8	9	\$94.8	\$133.2	\$136.5	\$174.2
LTI as % of Base Salary - Ongoing	2										

SAMPLE DATA

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TOTAL DIRECT COMPENSATION - (In \$USD Thousands)

TOTAL DIRECT COMPENSATION	INCUMBENT						COMPANY				
	n	25th	50th	Mean	65th	75th	n	25th	50th	Mean	75th
U.S. Region - West											
Base Salary	17	\$73.9	\$112.8	\$109.8	\$131.1	\$133.6	9	\$87.7	\$114.9	\$114.4	\$133.6
Target Total Cash Compensation	12	\$102.0	\$144.5	\$134.6	\$156.1	\$160.4	8	\$112.3	\$146.1	\$136.4	\$158.6
Actual Total Cash Compensation	16	\$90.0	\$126.1	\$130.8	\$152.3	\$159.4	10	\$95.6	\$139.1	\$136.8	\$157.5
Actual Cash Awards as % of Base Salary	7	29%	71%	15%	52%	96%	5	10%	92%	20%	31%
Target LTI Awards	0						0				
Annualized Value of LTI Awards	6						3				
Target Total Direct Compensation	5						1				
Actual Total Direct Compensation	16	\$89.8	\$136.4	\$143.0	\$153.1	\$172.4	10	\$93.3	\$140.3	\$149.9	\$186.5
LTI as % of Base Salary	5						3				
Annualized Value of LTI Awards - Ongoing	2						3				
Actual Total Direct Compensation - Ongoing	10	\$89.8	\$133.1	\$130.4	\$152.3	\$166.4	9	\$90.4	\$135.5	\$135.8	\$153.8
LTI as % of Base Salary - Ongoing	3						3				
Business Model - Publisher with Studios											
Base Salary	12	\$78.3	\$112.8	\$109.8	\$131.1	\$133.6	9	\$88.7	\$113.3	\$110.7	\$133.6
Target Total Cash Compensation	9	\$93.0	\$133.8	\$134.5	\$155.9	\$161.0	7	\$112.3	\$141.0	\$135.9	\$160.8
Actual Total Cash Compensation	15	\$89.8	\$130.7	\$132.0	\$152.3	\$159.9	10	\$100.2	\$135.6	\$135.6	\$164.8
Actual Cash Awards as % of Base Salary	9	99%	82%	92%	50%	24%	6	77%	12%	46%	4%
Target LTI Awards	0						0				
Annualized Value of LTI Awards	2						3				
Target Total Direct Compensation	3						2				
Actual Total Direct Compensation	15	\$89.9	\$140.2	\$146.1	\$155.9	\$171.4	10	\$99.2	\$139.2	\$147.9	\$191.0
LTI as % of Base Salary	2						3				
Annualized Value of LTI Awards - Ongoing	3						2				
Actual Total Direct Compensation - Ongoing	15	\$89.9	\$124.8	\$132.4	\$152.3	\$174.7	10	\$94.1	\$136.9	\$139.0	\$171.9
LTI as % of Base Salary - Ongoing	2						3				
Platform - Console / PC											
Base Salary	14	\$74.2	\$112.6	\$110.3	\$131.2	\$133.6	11	\$87.2	\$109.1	\$110.2	\$133.6
Target Total Cash Compensation	12	\$100.4	\$146.9	\$134.2	\$156.3	\$160.2	8	\$112.2	\$135.4	\$138.5	\$160.3
Actual Total Cash Compensation	10	\$89.8	\$125.0	\$130.5	\$152.3	\$166.9	9	\$92.9	\$131.3	\$135.2	\$169.3
Actual Cash Awards as % of Base Salary	8	41%	45%	18%	92%	21%	5	75%	4%	15%	18%
Target LTI Awards	0						0				
Annualized Value of LTI Awards	6						2				
Target Total Direct Compensation	4						2				
Actual Total Direct Compensation	13	\$89.9	\$125.4	\$145.2	\$155.1	\$190.5	9	\$93.4	\$139.9	\$146.4	\$189.0
LTI as % of Base Salary	5						2				
Annualized Value of LTI Awards - Ongoing	2						2				
Actual Total Direct Compensation - Ongoing	12	\$89.9	\$127.5	\$131.0	\$152.3	\$169.1	10	\$96.2	\$140.7	\$136.2	\$152.8
LTI as % of Base Salary - Ongoing	2						2				
Specialty / Scope - Manages Staff											
Base Salary	18	\$74.7	\$112.7	\$110.2	\$130.8	\$133.6	9	\$87.4	\$112.2	\$112.6	\$133.6
Target Total Cash Compensation	8	\$97.4	\$138.5	\$134.3	\$155.9	\$160.2	8	\$112.3	\$146.7	\$135.8	\$160.9
Actual Total Cash Compensation	14	\$90.0	\$125.0	\$130.5	\$152.3	\$168.9	10	\$92.4	\$134.6	\$136.6	\$154.4
Actual Cash Awards as % of Base Salary	7	70%	92%	60%	15%	80%	6	32%	93%	96%	56%
Target LTI Awards	0						0				
Annualized Value of LTI Awards	4						2				
Target Total Direct Compensation	3						2				
Actual Total Direct Compensation	13	\$89.8	\$125.8	\$145.8	\$156.4	\$190.0	9	\$91.7	\$139.1	\$141.4	\$189.3
LTI as % of Base Salary	2						3				
Annualized Value of LTI Awards - Ongoing	3						2				
Actual Total Direct Compensation - Ongoing	13	\$89.8	\$123.9	\$132.6	\$152.3	\$173.8	9	\$92.5	\$140.3	\$137.9	\$176.8
LTI as % of Base Salary - Ongoing	2						3				

TOTAL DIRECT COMPENSATION - (In \$USD Thousands)

TOTAL DIRECT COMPENSATION	INCUMBENT						COMPANY				
	n	25th	50th	Mean	65th	75th	n	25th	50th	Mean	75th
Tenure - Eligible for a Full Year of Awards											
Base Salary	11	\$78.1	\$112.8	\$110.1	\$131.7	\$133.6	9	\$87.4	\$112.1	\$109.5	\$133.6
Target Total Cash Compensation	8	\$94.0	\$134.8	\$134.3	\$156.1	\$160.6	7	\$112.3	\$136.7	\$136.1	\$160.2
Actual Total Cash Compensation	16	\$89.9	\$129.4	\$131.0	\$152.3	\$159.5	10	\$100.5	\$132.4	\$136.4	\$163.2
Actual Cash Awards as % of Base Salary	7	36%	87%	25%	80%	5%	6	13%	10%	68%	84%
Target LTI Awards	0						0				
Annualized Value of LTI Awards	3						3				
Target Total Direct Compensation	3						1				
Actual Total Direct Compensation	12	\$90.0	\$138.5	\$143.3	\$155.2	\$178.8	10	\$101.1	\$140.1	\$140.8	\$190.2
LTI as % of Base Salary	4						2				
Annualized Value of LTI Awards - Ongoing	3						3				
Actual Total Direct Compensation - Ongoing	11	\$90.0	\$131.5	\$133.5	\$152.3	\$168.3	9	\$100.2	\$132.8	\$136.0	\$173.6
LTI as % of Base Salary - Ongoing	2						2				

SAMPLE