Our customer is the global leader in media intelligence solutions that help companies make more informed business decisions, with more than 50 offices located on six continents,

For one of the European Office or remote we are searching a

**Senior Global Stock Plan Manager (m/f/d)**

Location: Netherlands/UK/Berlin or remote

The Senior Stock Plan Administrator will be fully responsible for the Company's global equity plans,

including managing all equity transactions, including but not limited to equity awards (stock options and

RSUs), grants, amendments, cancellations, exercises, settlements, etc.

The role will require expertise in prior stock plan transactions and administration while implementing new

stock administration practices and platforms for employees in multiple countries in the Americas, EMEA and APAC to manage and exercise equity.

The role will report into Human Resources and partner closely with the CFO.

**Tasks:**

● Manage all aspects of the Company’s long-term incentive equity program which includes, but is

not limited to, restricted stock units (RSU’s) and options

● Maintain of Shareworks database, and manage the day-to-day activities related to equity

administration in the Shareworks equity administration platform

● Own the integrity and accuracy of equity data including the capitalization table

● Process all activity including grants, exercises, and share issuances and respond to all employee

inquiries and requests regarding the equity programs or processes

● Maintain accurate participant data, terminations, and track employee mobility, flagging tax

implications, and other items as required

● Ensure global equity reporting and compliance with international tax and regulatory requirements

across multiple jurisdictions

● Create grant files and set up grant documents and acceptance process for new hires, promotions

and ongoing grants

● Prepare equity summary for board meetings to include new grants for new hires, refresh and

promotions

● Partner with the Finance and Payroll teams on all global payroll and corporate reporting

obligations, including audits; ensure they are met on time

● Collaborate with the Human Resources team to assist with other compensation related projects,

including annual total rewards processes, special incentives plans and market related activities

**Profile:**

● 8+ years of senior-level experience in administration of global equity programs for both private

and public companies with an extensive global footprint

● Broad experience with different equity award forms, i. e. RSU, PSU, stock option, and ESPP and

administering it across multiple jurisdictions such as the US, EMEA and APAC countries

● Strong understanding of U. S. as well as global equity taxation

● Knowledge of regulatory and compliance matters as they relate to equity in multiple countries

● Ability to

o pivot between equity administration, participant equity education, global equity

compliance and equity taxation with proven

o manage multiple tasks under strict deadlines with meticulous attention to detail

o perform regular reconciliations with Transfer Agent, Finance, HR and Payroll

o handle confidential information with professionalism

o be successful in a fast-paced environment.

● Advanced Excel, Word, presentation software skills

● Extensive experience with Shareworks

● Certified Equity Professional (CEP) preferred