



Client Success / Labor Compliance Manager **SkillSmart**

Germantown - MD (United States)

Client Success / Labor Compliance Manager

SkillSmart is seeking a client management and labor compliance professional to be an integral asset to our client success, labor compliance and data teams to perform the critical functions of supporting with our clients, construction contractors, and SkillSmart platform users. You will have the opportunity to work in a fast-paced environment that empowers critical thinking and collaboration across departments. You will have the responsibility of being the face of SkillSmart as you work as part of a team and independently to support our clients and users and maintain a track record of world class support.

Basic Qualifications:

- Experience providing strong support to clients in person, over the phone, and on-line.
- Have a basic understanding of human resources issues, in particular payroll, wage compliance, and labor participation.
- Previous experience meeting and serving the needs of a variety of clients.
- Ability to work independently to prioritize and manage tasks
- Ability to use software applications and easily learn technologies.
- Strong verbal and written communications skills.
- Bilingual – Spanish and English
- Ability to work as a part of team both in person and remotely
- Experience handling confidential information
- Ensure customer satisfaction
- Work in an entrepreneurial environment

A typical day at SkillSmart is anything but typical – we have a flexible and open work environment where we can easily collaborate and support each other to create solutions for our clients OR you may be off-site working with a client as a part of their team helping to build out solutions. Everyone is engaging on projects that are having direct impact on our mission. We have a casual dress code because it allows to keep our focus on what's most important – improving outcomes.

We seek to attract talent that can work smarter as part of the team because we encourage you to take the time to live your passions in and out of the office. There is nothing that “we’ve always done that way” because we are always seeking to improve what we do and how we do it.

Compensation & Benefits

- Health, Vision, and Dental Benefits
- Stock Options
- Competitive salary and bonus structures
- PTO and Paid Family Leave

Join Us

If interested, please email your resume to careers@skillsmart.us