

Frequently Asked Questions

Why should I participate in this survey?

This survey provides you with valuable, reliable Manitoba labour market information on cash compensation, benefits and workplace practices. Other surveys provide data derived largely from markets outside our province.

In prior surveys we achieved the **highest level of participation** by Manitoba organizations in any compensation survey. We proactively engage organizations in all Manitoba sectors to maximize participation.

Is there a benefit to participating?

YES, SAVINGS! All participants receive a 50% discount on the purchase of the reports.

Members of The Winnipeg Chamber of Commerce, Canadian Manufacturers & Exporters (CME) or Manitoba Trucking Association receive an additional 10% discount on the purchase of the reports.

How long will it take to complete the survey?

The length of time required to participate is dependent upon how many job matches your organization will have to the jobs in the survey and how many incumbents in each position. Organizations with an HRIS may submit compensation data directly from their system. Our web-based survey tool and design makes the process simple - we know your time is valuable.

How does information from a compensation survey help my business?

- Ends the guessing game and stay on top of total compensation practices and trends in Manitoba.
- Ensures you are adequately compensating the people critical to your survival and success before they start looking elsewhere.
- Gives you access to reliable, up-to-date local compensation information to help with employee communications and management discussions.
- Saves time and reduces the cost of recruitment by offering potential new hires compensation packages that are competitive.

Who can participate in the survey?

- All private, public and not-for-profit organizations in Manitoba.
- All large, medium, and small sized organizations. Report data will be broken down by organizational scope.

What is in the reports?

Data is presented in seven separate reports:

1. The **Cash Compensation Reports** present data by job several size, and industry indicators. Each job related report includes details on base and target salary, target and actual bonuses, and incentives. The reports are available in the following categories:
 - a. Engineering, Technical & Trade
 - b. Professionals
 - c. Middle & Supervisory Management
 - d. Executive & Senior Management
 - e. Production, Distribution & Transportation
 - f. Clerical, Administrative & General Support
2. The **Benefits & Workplace Practices Report** presents data by organizational level (executive, management, and others) and is also reported by several size and industry indicators. This component includes a variety of information on benefits and workplace practices such as health, dental, retirement plans, vacation, hours of work, programs, etc.

How much do the reports cost?

Pricing is very affordable. Discounts for participants and for members of The Winnipeg Chamber of Commerce, Canadian Manufacturers & Exporters and/or Manitoba Trucking Association provide additional savings. Complete pricing can be found [here](#).

How is the data published?

The reports are accessed electronically and provided in searchable, printable format.

When is the survey conducted and when are the reports available?

The data is collected in April/May 2011. Reports will be available September 2011.

Who designed and is conducting the survey?

The survey was designed and is being delivered by People First HR Services Ltd., in conjunction with sponsoring partner, The Winnipeg Chamber of Commerce and support from the Canadian Manufacturers & Exporters and Manitoba Trucking Association.

People First HR Services Ltd. is Manitoba's largest full-service, human resources consulting firm, delivering high quality business solutions through three areas of practice:

- Recruitment
- Career Management
- General HR Consulting

Will my organization's data remain confidential?

People First HR Services is committed to protecting and safeguarding the privacy of individuals and organizations in all aspects of our business operations. Keeping information in strict confidence is a cornerstone of our business. To ensure anonymity, responses are not attributed to any specific organization or individual. All responses will be combined and reported in aggregate form only. Information collected will be managed in accordance with the Company's Privacy Policy. To review this policy in detail, please visit www.peoplefirsthr.com.

What jobs are included in the survey?

In addition to an extensive roster of traditional job descriptions, we have added a wide variety of jobs that target all Manitoba industries. We are gathering data on more than 300 jobs in a variety of job families. The full list of jobs can be found [here](#).

Why should I participate this year, if I participated last year?

The economy is forecasted to grow in 2012 and with this comes competition for talent. Organizations need to stay on top of market wages and benefits and this survey will help them to do so. The last survey published was in 2009. Having reliable, up-to-date data in hand helps prevent costly errors and assists in the attraction and retention of qualified people.

Who participated in the survey in 2009?

92 Manitoba organizations participated in the survey, representing 14,000 employees in small, medium, and large organizations; and private, public/not-for-profit sectors.

What changes have you made to the 2011 survey?

Several enhancements were made to the survey to make it even easier to participate, more user-friendly and valuable reporting for all business types, including:

- Earlier data collection period (April/May)
- Earlier distribution of report data (September)
- Electronic report format via the internet to reduce paper waste and improve usability
- NEW specialty reports
- Additional jobs added with NEW supporting data not previously reported