MRA's JobMatch Tool allows you

to quickly search and match your organization's job titles to MRA's survey.

Questions? Contact the MRA Survey Department at

■[®] 800.488.4845 X3508

😣 surveys@mranet.org

www.mranet.org/surveys

HOW TO ACCESS:

- Visit www.mranet.org
- Click on Total Rewards in the top navigation
- Click on **MRA JobMatch** in the drop-down window
- Select the survey for which you want to match your jobs

HOW TO USE:

- Determine the job you wish to find a job match for:
 - Enter your organization's job title in the search box and click the "Search Job Matches" button
 - A list of possible job matches is returned which includes the MRA job code and job title for the specific compensation survey you are working on

Note: Each MRA compensation survey has its own unique job matching link.

Note: Survey data is protected and only available to authorized survey users

MRA JOBMATCH TOOL



• Review the MRA job description(s) and compare to your organization's to confirm match:

- Select the arrow ►located to the left of the MRA job code to quickly see the job match description OR
- Export the job matches (including MRA job code, title, and description) into Excel by selecting the Excel icon located above the table
- Continue the process for each job title you'd like to match

Note: Refer to your survey invite, reminder, or survey dashboard to access your questionnaire link to complete your survey.

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