



Example of International Payroll Job Description

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Our company is growing rapidly and is searching for experienced candidates for the position of international payroll. To join our growing team, please review the list of responsibilities and qualifications.

Responsibilities for international payroll

- Provide country and regional expertise on regulatory, industry and best practices approach to Payroll
- Assist in specialized processing, requiring more detailed knowledge of payroll procedures
- Prepare and process semi-monthly payroll using ADP
- Assess and review payroll spreadsheets and reporting for accuracy and data integrity
- You'll partner and interact with HR representatives to ensure appropriate data collection for employee setup with outsourced payroll vendors, and lead cross-HR project to improve the efficiency and quality of business processes
- Provide domain expertise and support in a collaborative manner with the US Global Payroll and Benefits team
- Provide Payroll information and administrative support to our associates and suppliers in country
- Ultimately this role will be expected to coordinate the delivery of accurate and timely payrolls to Turner's international businesses and meet all statutory and regulatory compliance requirements
- Liaise with HR regarding new hires, terminations, salary increase, awards
- Month end reporting including financial, third party

Qualifications for international payroll

- Relevant management experience in a UK role

- Processing increases and calculation of back pays
- Ability to interpret awards and relevant legislation with overtime/shift allowances
- Strong analytical skills and attention to detail, the broader business picture