

Global Payroll Specialist

Description

Capco is a Global Business and Technology Consultancy dedicated solely to the Financial Services industry. Our professionals combine innovative thinking with our unrivalled first-hand industry knowledge to offer our clients consulting expertise, complex technology and package integration, and managed services to move their organizations forward. Do you want to learn more about our culture and people? Visit <https://www.capco.com/careers/slovakia>

Benefits of working for Capco: Technical and soft skills training, professional certifications, full access to the Udemy online learning platform Sick days, employee's vacation 25 days per year, regardless of the age Cafeteria provided by the Benefits plus services Fully paid meal vouchers Smartphone and internet with 1.000 GB of data, laptop Remote work (Home-office) We care: we support the well-being of our employees (mental health webinars – Liga za duševnô zdravie), team sports activities e.g. running challenges, multisport card, participation on the volunteering days

Role Description: This is a superb opportunity for a hardworking, enthusiastic candidate with a fluent level of English who is eager to take over responsibility for the payroll process in multiple regions (UK and Canada). Join our exciting team in Capco. Daily communication and close cooperation with other Payroll and HR colleagues Ensuring all payroll data is captured in the various input files, accessing various systems/portals to download the required reports and transferring to the input file where required Answering payroll inbox queries and ensuring actions are captured on the appropriate payroll month Working through referral payments, sickness leave and leave of absence reports reaching out to employees where required and ensuring all data is captured that needs to be actioned through payroll You will also be required to do the payroll checks on the various dummy G2N files which will involve comparing the G2N file against Darwin reports and cross-checking the input. You will also need to prepare a sign-off report and attend the sign-off meeting with finance Experience with previous benefits systems would also be super useful

Skills & Expertise Fluent English is a must Previous Payroll experience (preferably UK and Canada Payroll experience) is strongly appreciated Advanced MS Excel skills (data analytic functions, pivot tables, data comparison; but VBA is not necessary) Paycloud experience is an advantage Able to prioritise tasks accordingly Attention to detail (data quality) Strong communication and organisational skill Independence in decision-making and strong ownership of tasks and deliverables Time flexibility (expected shifting working hours and following public holidays based on main geographical areas of responsibility) Ability to work within an international environment and be focused on providing a high-quality service to the client You are important to us! That's why you get a personal coach at our side who supports you individually. With our start-up mentality and our flat hierarchy, you have every opportunity to place your ideas and to put them into practice. In addition, after work, you have numerous opportunities to expand your internal network and get to know new faces through joint sports activities and team events. Have we made you curious? Then apply now! It takes only 5 minutes. If you have any other question related to the position please reach out to me: tomas.vanco@capco.com or Tomas Vanco | LinkedIn Please mention the word ****MONUMENTALLY**** and tag `RMzQuMTQ1LjE0MS43OA==` when applying to show you read the job post completely (`#RMzQuMTQ1LjE0MS43OA==`). This is a beta feature to avoid spam applicants. Companies can search these words to find applicants that read this and see they're human.

Contacts

Hiring organization

Capco

Job Location

Brno, South Moravian, Czech Republic

Base Salary

\$ 65000 - \$ 155000

Date posted

June 7, 2024

Apply Now

Job listing via RemoteOK.com