https://jobs.ua/job-payroll-specialist-3844071

Ваш надійний помічник

Payroll Specialist, 188847 грн. + %

Київ, 30 січня 2025

Компанія: Carnival Cruise Line (https://jobs.ua/company/id/1639060) (Всі вакансії)

Рубрики: HR, управління персоналом, Робота за кордоном

Побажання до співробітника

Освіта:	повна вища
Досвід роботи:	не вимагається
Графік роботи:	повний робочий день

Опис вакансії

The Payroll Specialist uses specialized knowledge to perform activities related to timely and accurately prepare, process, audit, and reconcile multi-site, multi-cycle, multi-currency domestic and international $1B payroll for over 40,000 employees. Partners with internal and external customers to resolve wages, deductions and banking inquiries and variances. Works closely with Paymasters, HR, and Management to implement and ensure compliance to the company's and department's strategies and vision.

Essential Functions:

- Process payroll, adjustments, deductions, and reconciliations, amending any inefficiencies or inaccuracies that crop up during the payroll audit while conducting the payroll process. Performs daily payroll operations including the review of department time records, appropriate tax calculations, appropriate execution of payroll interfaces, payroll closing and cost allocation process, year-end payment bonuses, RSUs, or tax forms and the payment of benefits distributions process.
- Work closely with other departments Managers and collaborates with HR and Shipboard Paymasters to implement and enforce compensation initiatives in support of company strategies and in compliance with governing regulations.
- Maintains up-to-date knowledge of upstream and downstream processes in all payroll related processes while performing continuous analysis in order to recommend solutions that improve, streamline and optimize compensation.
- Prepare and declare withholdings and deductions including garnishments. Analyzing payroll variances and validating final reports to ensure accuracy.
- Produces checks or electronic transfers and works closely with other departments, banking institutions and or payments processor towards accurate and timely payment remittance. Also reviews and resolves banking/electronic payment inquiries (pay cards, ACH, foreign wires).
- Research wage inquiries/disputes and coordinate resolution with other departments as needed.
- Support/Facilitate internal and external payroll audits and complies with rules that govern pay calculations, retention policy and pay cost allocation.
- Ensure appropriate record keeping in compliance with record keeping policies and governing regulations.
- Inspect automated systems output and conduct regular data updates and maintenance by collaborating closely with seniors, HR, HRIS and Payroll management.
- Contribute to team effort by accomplishing related duties as needed.

Qualifications:

- Associate's Degree preferred
- Bachelor's Degree preferred
- Experience working with large data sets preferred
- Experience with Lawson application preferred
- Leadership experience preferred
- Minimum 2 years of related work experience High level of accuracy and attention to detail/Strong written and verbal communication skills/Good customer service skills Math/accounting aptitude Self-motivated inspiring leadership preferred

Knowledge, Skills and Abilities:

- Must be an analytical thinker and have strong math skills
- Proficient in Microsoft Office (advanced Excel and Access preferred)

- Able to work in a fast-paced environment with tight deadlines under minimal supervision / Problem solving / Analytical thinking
- A CPP or related certification preferred

Physical Demands: Must be able to remain in a stationary position at a desk and/or computer for extended periods of time. Requires regular movement throughout CCL facilities. May need to stand for long periods of time.

Travel: Less than 25% travel

Work Conditions: Work primarily in a climate-controlled environment with minimal safety/health hazard potential. May be requested to work a different shift. Required to work extended and flexible hours on certain days upon request / Will be required to sign a confidentiality agreement.

This position is classified as "in-office." As an in-office role, it requires employees to work from a designated Carnival office in South Florida from Tuesday through Thursday. Employees may work from home on Mondays and Fridays. Some positions may require additional in-office time each week and the final schedule is determined by your leader. Candidates must be located in (or willing to relocate to) the Miami/Ft. Lauderdale area.

Offers to selected candidates will be made on a fair and equitable basis, taking into account specific job-related skills and experience.

Контактна інформація

Контактна особа:	CarnivalCareers
Адреса:	3655 NW 87 Avenue