

Payroll Administrator (Practice)

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Company: TPF Recruitment

Location: Chichester

Category: Other-General

A very successful, well-established and highly regarded accountancy practice based near Chichester is searching for a Payroll Administrator to help manage the delivery of payroll services to the firms varied client base, in a key role within the firm, offering excellent progression and development potential. The firm services clients very wide-ranging in size, industry and sector and you will therefore get exposure to a wide variety of client types and scope. Joining as a Payroll Administrator based in the firms Chichester offices, you will be responsible for the delivery of payroll services (weekly / monthly etc) to a vast spectrum of clients, deal with queries and advise clients on technical issues, and assist with other projects.

You will take on responsibility as you develop within the firm and role, delivering a quality service to the clients and building strong relationships. You will undertake processing and look to act as initial point of contact for other clients as well. You will carve a pivotal role within the firms payroll department and progress in your career, with increasing responsibility.

The opportunity and firm offers the right candidate a genuine chance to progress and develop within their payroll career. Requirements This position will sit within a very experienced and large payroll team so you will be surrounded by fantastic support. They use Star software but training can be provided and any software experience is accepted.

You will be a technically proficient Payroll Administrator / Senior Payroll Administrator who has a minimum of 2- 3 years or more experience in Payroll. Ideally, you will have

Accountancy Practice experience or payroll bureau experience. You will be looking to carve a pivotal, key role within a highly regarded firm of chartered accountants in Chichester.

Benefits Our client is offering a highly competitive salary and remuneration package, based on experience in the region of 25,000- 30,000. Please apply for the vacancy or contact Tristan Finch for a confidential conversation. Refer a friend.

. Were keen to remain the leading provider of the best accountancy talent in the South East. We are continually exploring ways to expand our network and we know that great candidates like you can introduce us to other equally brilliant people.

Were looking to work with the best accountancy practice and tax staff in the South East so if your friends, family or colleagues are considering a new opportunity and can demonstrate relevant experience, wed love to speak to them. For every candidate you refer and we subsequently place into a permanent position, we will give you 200 of Love2Shop vouchers. (Terms & Conditions apply)

client* or accounts or Tax or vat or payroll or self assessment or audit or ltd or llp* or "p11" or partnerships or "xero" or "quickbooks" or "iris" or "digita" or "kashflow" or "cch" or "Caseware" or "ACCA" or "ACA" or "AAT" OR "FCA" OR "FCCA" or "MAAT" or ICAEW or Accountants or practice

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