

## Payroll Operations Manager

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Company: Bamboo Crowd

Location: London Area

Category: other-general

Global Payroll Operations Manager High Growth SaaS Company London, UK £65k - £75k About Them A Software as a Service company in a period of high growth. They're a late-stage startup expanding into new markets on the back of huge successes. They provide software to help smaller companies manage their HR needs effectively, and have recently entered into a new phase of growth and just entered the UK market. They are looking to use the UK as a launchpad to expand into the wider EMEA market. About The Role As the International Payroll Operations Manager, your primary responsibility will be to oversee the timely and accurate execution of payroll and payroll tax operations within your designated country or region. You will serve as the local authority on ensuring the precise and punctual completion of payroll tasks, tax filings, and reporting, all while adhering to federal, state, and local tax regulations. Your role entails managing payroll operations using our existing systems, while also spearheading innovation efforts in collaboration with Product teams to develop more scalable payroll solutions for the future. Working closely with customer-facing teams, you'll ensure that our clients' payroll cycles run smoothly and address any payroll-related inquiries from employees and customers. With your in-depth knowledge of payroll processes and tax laws, combined with a dedication to delivering exceptional service, you'll navigate high-pressure situations with poise and professionalism. Your passion for understanding payroll intricacies and commitment to excellence will be key drivers in ensuring client satisfaction and operational efficiency. Responsibilities include: Manage end-to-end payroll and payroll-related processes in your country and regions of focus, including daily payroll adjustments, payroll tax processing, additional payments, accurate tax withholding

and remittance Provide internal payroll and payroll guidance to multiple departments, including customer-facing teams, International Finance and Operations Work closely with International Finance and Operations teams in cross-functional initiatives Ensure accurate quarter and year-end processing included but not limited to federal, state and local tax reconciliations in all of the countries where we operate in internationally Stay updated on federal, state, and local tax laws and regulations to ensure compliance with payroll laws in your jurisdictions Address customer payroll and payroll tax inquiries and issues alongside customer-facing and Operations teams Serve as a subject matter expert and collaborate with Product and Operations teams to build for scale by automating existing payroll processes Support internal control compliance initiatives, testing and remediation; ensure that payroll tax processes and procedures are updated Perform other related duties as assigned About You 3+ years of experience in local payroll operations, preferably in the EOR or HR space Strong knowledge of federal, state, and local payroll tax regulations and laws across multiple countries and regions Strong experience in using payroll software and platforms Advanced Excel skills, including the ability to create complex spreadsheets and perform data analysis Possess client-facing skills to provide excellent customer service and address client inquiries and concerns Strong interpersonal and team-building skills with the ability to motivate and guide a diverse group of payroll professionals Plus if experience building and interacting with tech products around payroll operations Relevant professional certifications would be a significant advantage We are committed to helping our clients build diverse teams and we promote & practice inclusive recruiting. All applicants will be considered without discrimination.

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