

ANALYST, PAYROLL

Weybridge

Part Time 20 Hours Per Week, Permanent, Hybrid Working

YOU'LL MAKE CONTRIBUTIONS THAT MATTER BY...

- Taking account for the end-to-end processing of a monthly Payroll.
- Processing bi-monthly Expenses payment runs.
- Submitting third party payments and supporting information, including pension, childcare and share schemes.
- Supporting the P11D process (company cars and medical benefits).
- Providing timely, accurate advice and support to the business.

YOU'RE BEST SUITED FOR THE ROLE IF YOU ARE...

- Experienced with at least two years of processing end to end payrolls.
- Knowledgeable of Resourcelink or Workday would be desirable (but not essential) as well as experience of payroll implementation.
- Able to provide suitable solutions based on information available.
- Experienced in working in a shared service environment or complex advisory role.
- A good communicator with excellent attention to detail, including a professional telephone manner.
- Confident when dealing with all levels of employees across the organization.
- Able to work on own initiative and work well under pressure.

WE SUPPORT AND CARE FOR OUR EMPLOYEES BY PROVIDING YOU WITH...

- Bonus paid quarterly
- Long service recognised every 5 years
- Generous employer pension contributions
- Life Assurance
- Health Cash Plan - claim money back up to a set limit of c.£700 per annum on essential healthcare
- Free, onsite parking and a free shuttle bus from Weybridge train station to office
- Discounted branded products
- Subsidised staff restaurant
- 25 Holidays + 8 bank holidays (pro rata for part time employees)
- My Staff shop - access to exclusive benefits, free advice and savings - providing great discounts from thousands of the UKs largest retailers & service providers
- This role isn't eligible for visa sponsorship

We support employment equity. Saputo strives to embed diversity and inclusion in its operations and invites candidates from all horizons to join our team.

To apply please email recruitment@saputo.com

Closing Date: 6th May 2022. Applications received after this date may not be able to be considered.

Priority will be given to those currently at risk of redundancy or within a consultation process who exhibit the required skills for role. Please ensure your manager is informed before applying for this position.