

Payroll Specialist

Benefits: Candidates on temporary assignment may qualify for our competitive benefits package which includes group health, life and disability insurance and voluntary benefits such as retirement savings and holiday pay.

Salary range: \$28.50 to \$33.00 hourly

Employment status: Contract / Temporary to Hire

Description

Payroll Specialist

Full cycle payroll processing for 63 employees

All W2, semi monthly

23 employees in VA, 30+ in Florida, couple in SC and MA

Handling deductions and posting and reconciling to the GL

Software- Costpoint (for time and attendance), Paycore, Excel

Part time contract to start, 24 hours/week.

Requirements

bi-Monthly Payroll, Full Cycle Payroll, Multi-state Payroll, Payroll, Payroll - Under 100 Employees, Reconciliations, Deltek Costpoint, Microsoft Excel

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