

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: \$19.79 to \$22.91 hourly
Employment status: Contract / Temporary to Hire

Description

Immediate Opening for a Payroll Administrator. Apply Now!

Robert Half Healthcare Practice is looking for a Payroll Administrator for a reputable healthcare client in the East Bay.

The Payroll Administrator will be responsible for:

- The administration of the Lawson payroll system
- Kronos, time and attendance system and for the timely and accurate delivery of the company's semi-monthly payroll including recordkeeping, reporting and payroll-related functions.
- The Payroll Administrator will act as a resource for employees with regard to payroll issues and will also implement process changes.
- Performs related duties as required.

For immediate consideration, please apply today!

While working as a contract employee through Robert Half Healthcare Group, you will have access to benefits, be eligible for holiday pay and bonus pay, have access to complimentary online tutorials and can participate in our 401K program.

Requirements

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1. 5 years experience
2. Volume of employees (500 or more)
3. Experience with in house payroll system

Robert Half is the world's first and largest specialized talent solutions firm that connects highly qualified job seekers to opportunities at great companies. We offer contract, temporary and permanent placement solutions for finance and accounting, technology, marketing and creative, legal, and administrative and customer support roles.

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Questions? Call your local office at 1.888.490.3195. Robert Half will consider qualified applicants with criminal histories in a manner consistent with the requirements of the San Francisco Fair Chance Ordinance. All applicants applying for U.S. job openings must be legally authorized to work in the United States. Benefits are available to temporary professionals. Visit <https://roberthalf.gobenefits.net/> for more information.

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