9386 11991 Personalsachbearbeiter Payroll (w/m/d) Are you interested in HR administration and are you confident in dealing with payroll? See your future in HR administration? Then take your decisive career step, apply to Brunel and experience the diversity of engineering with us. Because we are looking for you as a "personnel clerk with a focus on payroll".  
  
Job description:  
  
- The main tasks include supporting HR Business Partners in drawing up contracts, writing job references and maintaining personnel files.  
- The position also provides for being the first point of contact for the employees.  
- In addition, there is the responsibility for master data maintenance in SAP. HR statistics are also to be drawn up.  
- The preparation and follow-up of the payroll accounting is also essential.  
- Ultimately, coordination with external payroll service providers is required.  
  
Your profile:  
  
- Commercial education  
- Professional experience in the field of personnel administration or HR processing  
- Experience regarding payroll or payroll accounting  
- Knowledge of SAP HCM is ideal  
- Good knowledge of income tax and social security law  
- MS Office programs  
  
We offer:  
Benefit  
You benefit from Brunel’s recruiting expertise throughout the entire application process:  
Our experienced team supports you with an optimal preparation of your  
CV, a consultation individually tailored to you and the position as well as a  
joint preparation for the job interview with our customer. Our  
Diverse customer portfolio from medium-sized companies to Hidden  
Champion up to the DAX group offers you many interesting ones  
Opportunities for development: whether road, ship, rail, air or space;  
traditional or innovative; from development to finished product;  
national or international; from the novice to the experienced  
Professional. In permanent employment directly with our customer, you design the  
technological progress with.  
  
About Brunel:  
Through our global network, we can offer you attractive challenges, extraordinary career prospects and the whole variety of engineering and IT. In the DACH-CZ region alone, we have over 40 branches, two development centers and 120 locations worldwide with more than 12,000 employees in over 40 countries .More than 45 years of international success and over 25 years in Germany. Standing still means going backwards for us - for you too - Then apply now. Personnel Administrator Brunel is one of the leading engineering service providers within the DACH-CZ region. We stand for first-class project solutions and exceptional career opportunities across the entire spectrum of modern engineering. More than 2800 engineers, computer scientists, technicians and managers ensure the sustainable success of our customers in a wide variety of industries - from medium-sized hidden champions to global players. In Germany alone, we have over 40 branches and development centers with accredited test laboratories - and also the complete Brunel International network with more than 12,000 employees at 120 locations around the world. 2023-03-07 16:09:47.244000