

Payroll Specialist Payroll Specialist Payroll Specialist - SNC Lavalin-Thermal Power Bothell, WA
Authorized to work in the US for any employer Work Experience Payroll Specialist Weidner Property
Management - Kirkland, WA February 2019 to Present Process semi- monthly payroll for 12 states
in the United State (1400+ employees) process and maintenance garnishment payments Setup
new hire benefits Payroll Specialist SNC Lavalin-Thermal Power - Bothell, WA December 2005 to
February 2019 Process and administration union weekly & bi-weekly payrolls for 6 different SNC_
Lavalin sectors (700+ employees) in the United States. Process and monitor garnishment and
child support orders and other issues that impact payroll specifications Perform compliances for
unclaimed property payroll checks Maintain and document all payroll reports and records
Complete Verification of Employment forms Project Management Assistant SNC Lavalin-Thermal
Power - Bothell, WA September 2004 to December 2005 Audit documents from various sources
and rout to the Engineering Department for approval. Correct Update & Maintain information of
drawings within the OCE. Transmit documents electronically or send by mail to Field staff,
Suppliers and Vendors. Update and Assist Director Project Manager to prepare for Monthly
Project Report. Web Developer SoftSmart Group - Hayward, CA December 2001 to June 2002
Analyzing and documenting business requirements. Prototyping the user interfaces Designing and
implementing web pages, and e-commerce. SKILLS and QUALIFICATION: Proficient with MS
Office, Excel, Knowledge and experience using Oracle and JDE. Self-motivated team player and
team builder. Very detail oriented and quick study with an ability to rapidly achieve organizational
integration. Easily assimilate job requirements and aggressively employ new ideas, concepts,
methods and technologies. Energetic, and loyal. Education Bachelor of Computer Science in
Programming in Computer Science California State University - Hayward, CA December 2002 Skills
JDE, EXCEL, MS OFFICE, INTEGRATION, TEAM PLAYER, Human Resource, Adp Payroll, ADP

Name: Casey Castro

Email: tdavis@example.com

Phone: +1-599-647-2615