



# RAHUL MUKHERJEE

Payroll Tax Specialist

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Date of Birth: 19/10/1985

As a seasoned Tax Specialist with an impressive 12-year track record in HRM and Payroll Management, I possess a deep understanding of US Payroll, garnishment administration, and employee benefits program. My goal is to employ this expertise within a growth-focused company, utilizing cutting-edge technology to drive efficiency, compliance, and strategic innovations in finance and HR operations. I am especially keen on roles that allow me to leverage my analytical abilities and problem-solving skills to help organizations navigate the complexities of financial regulations and tax requirements.

## Professional Summary

- Over 12 years of experience in HRM & Payroll Management specializing in Tax and Garnishment Administration.
- Proven skills in Financial Analysis, HR Operations, and managing key international client relationships.
- Expertise in HR/payroll systems and analytics to guide problem-solving and support organizational development.
- Strong background in researching and resolving complex benefits issues with a focus on health & welfare benefits management.
- History of implementing technological solutions to optimize financial and operational processes, improving efficiency and client satisfaction.

## Career Timeline

Jan 2019 - Present	<b>Tax Specialist US Payroll</b> VensureHR
Feb 2018 - Dec 2018	<b>Associate-HRO</b> HCL Bserv
Mar 2016 - Aug 2017	<b>Process Developer-US Payroll</b> Genpact
Dec 2011 - Dec 2015	<b>Benefits Operations Administrator</b> Aon Hewitt
Feb 2010 - Aug 2011	<b>Research Analyst-Operations</b> Factset Systems India Pvt. Ltd.

## Work Experience

Jan 2019 - Present	<b>Tax Specialist US Payroll</b> VensureHR <ul style="list-style-type: none"><li>I joined as a Delivery Specialist responsible for handling garnishment processing and customer queries related to US Payroll, providing effective resolutions in a timely manner, then I got promoted to Sr. Delivery Specialist and due to some structural changes in the organisation my position is updated to Tax Specialist responsible for various tax adjustment cases/tasks, tax exemption cases/tasks, reporting changes, employer changes and W2 processing.</li><li>Implemented software solutions for tax payments including Master Tax from ADP, enhancing overall tax management efficiency.</li><li>Tool worked- PrismHR</li></ul> <b>Achievements:</b> <ul style="list-style-type: none"><li>Awarded a trophy and a bonus amount for outstanding contribution for 5 years in the Organisation.</li><li>Awarded Employee of the month for the month of April 2023 for efficiently handling payroll tax cases and tasks. Streamlined the garnishment process, increasing departmental efficiency by 25%.</li></ul>
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## Soft Skills

Effective Communication

Team Leadership

Time Management

Strategic Thinking

## Technical Skills

Financial Modelling

Payroll Software

Data Security

Tax Processing Platforms (like  
Master Tax)

MS Excel Proficiency



## Core Competencies

- Client Relationships and Team Leadership
- Strategic Financial Analysis
- Garnishment Administration
- Regulatory Compliance and Risk Mitigation
- US Payroll Administration

## Certifications

- Fundamentals of AI** (Great Learning - 2024)
- Human Capital Management** (Great Learning - 2024)
- Human Resource Management** (Great Learning - 2024)
- Introduction to SAP** (Great Learning - 2024)

## Education

- MS. Banking**  
ICFAI University, Hyderabad
- B.Com. Hons**  
Delhi University, Satyawati College - Morning, Ashok Vihar Phase-III
- 12th**  
Kendriya Vidyalaya Khanapara, Guwahati

Feb 2018 - Dec 2018

## Associate-HRO

### HCL Bserv

- Managed Compensation and Benefits along with US payroll related to benefits deductions for a global workforce, ensuring adherence to international guidelines and best practices.
- Tool Worked- Workday

Mar 2016 - Aug 2017

## Process Developer-US Payroll

### Genpact

- Maintained accurate payroll data for client employees, staying up-to-date with state tax law variations to ensure compliance.
- Tool Worked- Oracle

Dec 2011 - Dec 2015

## Benefits Operations Administrator

### Aon Hewitt

- Conducted in-depth research on complex benefit issues, developing effective strategies for resolution that align with policy provisions along with US Payroll while working on open enrollment annually related to benefits deductions like medical, dental and vision, HSA, FSA etc.
- Tool Worked- TBA

### Achievements:

Recognized for exceptional problem-solving skills with the 'Benefit Champ Award' in Dec 2012.

Feb 2010 - Aug 2011

## Research Analyst-Operations

### Factset Systems India Pvt. Ltd.

- Updated financial data like cash flow statement, P & L, Balance Sheet in the company's software systems from client financial documents, ensuring accuracy and reliability.
- Tool Worked- Factset's own software

### • 10th

Kendriya Vidyalaya Khanapara,  
Guwahati

## Languages

English

Bengali

Hindi

Assamese

## Hobbies

Table Tennis

Analyzing Data

Traveling

## Achievements

- Gold award for 'Unmatched Team'; led to a significant boost in team cohesion and client satisfaction.
- Honored by Bank of America for exemplary client deployment, showcasing expertise in HR and payroll services.