HDFC BANK

HDFC Bank Fast Job Search – Jobs Near Me/Payroll Manager Posts

Hiring organization
HDFC Bank

Date posted
January 19, 2024

Valid through
31.08.2024

APPLY NOW

Job Location
India
Remote work from: IND

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Base Salary
USD 14 - USD 26

Qualifications
Graduate

Employment Type
Full-time

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Description

HDFC Bank Fast Job Search

HDFC Bank, a leading financial institution in India, is seeking a highly organized and detail-oriented Payroll Manager to join our dynamic team. This role plays a critical role in ensuring the accurate and timely payment of salaries, benefits, and other employee compensation for thousands of our workforce.

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HDFC Bank Jobs Near Me

Responsibilities:

1. **Payroll Processing:** Lead the payroll process from data collection and verification to disbursement, ensuring accuracy and compliance with all Indian tax and labor regulations.
2. **Data Management:** Manage and maintain employee payroll data, including salary details, deductions, leave records, and tax information.
3. **System Administration:** Oversee the implementation and maintenance of payroll software, identifying and resolving system issues to ensure smooth payroll operations.

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HDFC Bank Careers

Skills:

- Proven experience in payroll management, preferably within the banking industry.
- Strong understanding of Indian payroll regulations, including PF, ESI, TDS, and PT.
- Proficient in payroll software applications (e.g., SAP, Oracle HR) and spreadsheet tools.
- Excellent analytical and problem-solving skills, with the ability to identify and rectify payroll discrepancies.
- Strong communication and interpersonal skills, effectively collaborating with HR, finance, and IT teams.

Important Links　　　　**Find the Link in Apply Now Button**

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