



Payroll Manager (m/w/d)

On behalf of an internationally operating organization, we are seeking an experienced Payroll professional to take full ownership of payroll operations for an international entity and serve as the key contact for all payroll-related matters.

Payroll Manager (m/w/d)

Ihre Aufgaben:

- Full responsibility for the accurate and timely end-to-end payroll processing for a German legal entity
- Ensure compliance with all applicable German labor laws, tax regulations, and social security requirements
- Close collaboration with HR and Finance regarding salary adjustments, benefits, and other compensation-related changes
- Manage and oversee external payroll service providers, ensuring quality and performance standards
- Coordinate with external pension and benefits providers, including data exchange, reporting, and audit support
- Prepare regular and ad-hoc payroll reports for internal and external stakeholders
- Support internal and external audits, including reconciliations and resolution of discrepancies
- Review quarterly tax filings and perform payroll-related reconciliations
- Identify and implement process improvements and automation initiatives to enhance efficiency and accuracy
- Act as the primary point of contact for employees regarding payroll-related inquiries
- Provide guidance on time tracking and approval workflows within the Workforce Management system



- Ensure proper documentation and maintenance of payroll records

Ihr Profil:

- Bachelor's degree in Accounting, Finance, Business Administration, or a comparable qualification
- Minimum of 5 years' experience in payroll administration, with a strong focus on German payroll
- In-depth knowledge of German payroll regulations, tax law, and compliance requirements
- Experience working with external payroll vendors
- Strong proficiency in payroll systems and HRIS/time tracking tools
- Analytical mindset with strong attention to detail and accuracy
- Highly organized, reliable, and able to handle sensitive information with discretion
- Fluent in German and English

Preferred Qualifications

- Experience with equity-based compensation, bonus schemes, or international assignments
- Familiarity with internal control frameworks and compliance requirements (e.g., SOX)
- Advanced Excel skills and experience in payroll data reporting and audit preparation
- Strong communication skills with the ability to work both independently and collaboratively
- Ability to manage a diverse workload in a deadline-driven environment

Ihre Vorteile:

- You can look forward to a secure, future-oriented position with performance-based compensation and attractive working conditions.
- A modern work environment within a progressive and economically stable organization awaits you.
- You will receive a structured and well-organized onboarding, supported by a dedicated colleague assigned specifically to guide you through your induction period.

Gerne stehen wir Ihnen unter Angabe der folgenden Referenznummer für Rückfragen zur Verfügung.

Reference-Number: 401045A48337

Your contact person:



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