

International Payroll and Accounting Manager (Job Number: 13010966)

Primary Location

United States-Connecticut-Farmington

Description

Xerox Corporation is a \$22 billion leading global enterprise for business process and document management. Through its broad portfolio of technology and services, Xerox provides the essential back-office support that clears the way for clients to focus on what they do best: their real business. Headquartered in Norwalk, CT, Xerox provides leading-edge document technology, services, software and genuine Xerox supplies for graphic communication and office printing environments of any size. Xerox also offers extensive business process outsourcing and IT outsourcing services, including data processing, HR benefits management, finance support, and customer relationship management services for commercial and government organizations worldwide.

APPLY:

https://xerox.taleo.net/careersection/acs_external_career+site/jobdetail.ftl?lang=en&job=13010966&src=JB-10041

If you meet the requirements of this position and want to work for a world-class company with a great marketplace reputation, apply today.

The **International Payroll and Accounting Manager** is a management position requiring comprehensive, in-depth expatriate management, leadership, technical and communication skills as well as extensive experience in building and maintaining relationships. This position will have functional and financial responsibility for various international payroll and accounting programs, service delivery and contract adherence. This manager will partner with the client to ensure operational stability, financial feasibility, problem resolution, solution development as well as customer satisfaction.

Representative principal duties and responsibilities:

- Reports to Payroll Director and provides leadership and management support of international payroll related operations.
- Possesses an in-depth knowledge of expatriate payroll (US inbound and outbound) to ensure accurate pay delivery including split payroll arrangements.
- Ensures compliance with global assignment policy and allowances as it relates to payroll and accounting operations.
- Partners with customer business units and internal operations to ensure seamless transfer of employees between domestic and international payroll.
- Responsible for analysis of complex international assignment matters requiring an in depth knowledge of global mobility accounting, payroll and tax.
- Skilled communicator able to tailor messages based on the audience and geographic locations.
- Collaborates with customer and third party partners to ensure all payroll and accounting activities are processed timely and accurately.
- Ensures US payroll tax filings are completed accurately and timely.
- Manages financial data and employee information in a confidential and professional manner.
- Self motivated, detail oriented and able to manage competing priorities with time sensitive deadlines.
- Provides excellent customer service in an accurate, professional and timely manner.
- Analyzes workflow and assignments to ensure efficient and cost effective operations; develops/implements processes and service improvements as needed.
- Enhances existing client relationships and ensures customer satisfaction while managing client expectations

- Ensures prompt identification and resolution of service delivery issues
- Determines resource allocation levels to meet project/contract commitments including analysis of workflow to ensure efficiency and cost effectiveness
- Ability to lead, coach and develop staff
- Participates with other managers to establish strategic plans and objectives. Makes decisions on administrative or operational matters and ensures operations effective achievement of objectives

Preferred Qualifications:

- Minimum 7+ years international and domestic payroll experience
- Minimum 5+ years progressive international accounting experience, including a thorough understanding of GAAP
- Working knowledge of SAP
- Strong management and leadership skills
- Executive payroll management of 200+ executives including complex global mobility packages
- Bachelor's degree in business, finance, or related field
- CPA and/or CPP certification a plus
- Six Sigma certification a plus
- Proficient in Microsoft Suite of Applications, with a heavy emphasis on Excel

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Virtual/work from home?

No