



Create the city of tomorrow, today.



The City of Surrey is a place of innovative transformation and accelerated growth—where the future is limitless and possibilities are endless. If you are excited about helping to build the city of tomorrow—and you share our values of integrity, service, teamwork, innovation and community—join us, today.

Payroll Manager

As the Payroll Manager, you will plan, organize and supervise a staff of 5 along with overseeing daily operational activities relating to the distribution of Payroll for approximately 4,000 staff, as well as some related accounting responsibilities. You will perform financial analysis and provide expert payroll advice, analyze business policies, procedures and systems, and make on-going recommendations for operational improvements.

You are an energetic, customer service focused individual with extensive management experience working within a multi-union environment and you excel in understanding both legislative requirements and the complexities in this regard. Staff management skills demonstrated through change management and employee issues will be considered an asset. As an action-oriented change agent, you will have the foresight and vision to propose new courses of action to position the City to continue to be a leader in the future.

Education & Experience

The successful candidate will have a professional accounting designation, Payroll Manager Certification (Canadian Payroll Association) and a university degree as well as a minimum of 5 years of progressive management experience with payroll and accounting. An equivalent combination of education and experience will be considered. Strong working knowledge and experience of PeopleSoft Payroll and Time & Labour is a requirement.

The City of Surrey wishes to thank all applicants for their interest and advises that only those to be interviewed will be contacted.

Shortlisted candidates will be required to undergo a criminal record check.

We offer a dynamic work environment and excellent opportunities to advance.

To apply online, go to our website.
www.surreycareers.ca



integrity | service | teamwork | innovation | community