



Payroll Officer

South Auckland
Long Term Opportunities
Parking Provided

The Company

This large government organization is going through a lot of changes. With their offices based in South Auckland you will find it a very easy location to reach and with parking provided you can avoid the city traffic for good.

The Role

This contract position has come about due to large change to the internal structure and business processes. The team needs your experience in a payroll position with high volume data entry. Your role will be very busy and will require you to utilize your experience to add value during your contract period that has potential to become long term.

Your Profile

You have the following:

- exceptional written and oral communication
- experience with high level data entry
- a few years experience in the NZ office environment
- a good level of excel skills (intermediate)
- the ability to pick things up quickly
- experience using large ERP systems
- Great Attitude

You'll be hard working, outgoing and can easily fit into a team environment.

Please note: Due to high levels of candidate applications, only those with an applicable background will be contacted.

For more information contact Talitha Moore or Steven Langerak at Consult Recruitment