

Experience

Payroll Clerk – Hickie LLC, *Phoenix, AZ*

03/2019 – Present

- May require potential to type at least 40 words per minute with high accuracy
- Computer literacy, 10 Key, Microsoft Word, Excel, and PowerPoint
- Incoming Freshmen student
- Input and process payroll daily for craft and staff employees for the Williams Project in Hegins Township, PA
- Kronos, Oracle, Excel
- PeopleSoft knowledge and experience (2 yrs)
- Demonstrated proficiency working with computers and various software applications, including working knowledge of word, excel spreadsheets and the Microsoft suite
- Strong communication skills (presentation, written and verbal)
- Demonstrated team orientation with collaborative working style

Payroll Clerk – Williamson-McCullough, *Phoenix, AZ*

09/2014 – 10/2018

- PeopleSoft Query experience
- Project experience
- High school diploma or equivalent
- Experience with office equipment including folders, inserters, mail meters, telephones, and copier/printer/scanner
- Versatile and autonomous
- Respect confidentiality and detail oriented
- Maintain employee data in ERP System
- Process new hire information in the system
- Assists in the preparation of live payroll
- Apply time off requests in system

Education

University of Cincinnati – Bachelor's in Accounting

Skills

- Process weekly payroll for USA and Canadian locations
- Government Remittances
- Enter / change benefits information on payroll system(s) sites for Canada & USA
- Finance Administration; monthly reports, maintaining insurance documentation
- Processing expenses and apply to all payroll system(s) on a weekly basis
- Benefits package (health, dental, life insurance and extended medical)
- Paid time off (vacation and personal days)
- Opportunity to work with teams within locations in Canada and US
- Payroll Administration: process hire applications, transfer forms, termination forms, hire packages, wage increases, ROEs, T4s, 1054s, 1099s, Bonuses, Profit Shares
- Reporting: creating and maintaining reports

Sample Payroll Clerk Exam For California

Robert Klinoff



Sample Payroll Clerk Exam For California:

California Employment Law (2nd Ed.) Douglas J. Farmer, Attorney, 2017-05-01 The most comprehensive and easy to read reference on the market today Now used by thousands of human resources executives in house counsel business owners and employment lawyers across the United States this comprehensive guide addresses the latest legal rules and best practices to avoid liability in the California workplace Comes complete with the latest California forms checklists and compliance tools For recent changes to the law go to www.EmploymentLawPublishers.com for free legal updates between editions with your purchase Area Wage Survey: Anaheim-Santa Ana-Garden Grove, California, Metropolitan Area, October 1981 ,1982

State of California Budget for the Biennium ... Submitted by ... Governor to the California Legislature

California. Governor, 1957 **Federal and State Judicial Clerkship Directory** ,2001 The Postal Clerk ,1907

Clearinghouse Review ,1989

Internal Control Audit and Compliance Lynford Graham, 2015-01-12 Ease the transition to the new COSO framework with practical strategy Internal Control Audit and Compliance provides complete guidance toward the latest framework established by the Committee of Sponsoring Organizations COSO With clear explanations and expert advice on implementation this helpful guide shows auditors and accounting managers how to document and test internal controls over financial reporting with detailed sections covering each element of the framework Each section highlights the latest changes and new points of emphasis with explicit definitions of internal controls and how they should be assessed and tested Coverage includes easing the transition from older guidelines with step by step instructions for implementing the new changes The new framework identifies seventeen new principles each of which are explained in detail to help readers understand the new and emerging best practices for efficiency and effectiveness The revised COSO framework includes financial and non financial reporting as well as both internal and external reporting objectives It is essential for auditors and controllers to understand the new framework and how to document and test under the new guidance This book clarifies complex codification and provides an effective strategy for a more rapid transition Understand the new COSO internal controls framework Document and test internal controls to strengthen business processes Learn how requirements differ for public and non public companies Incorporate improved risk management into the new framework The new framework is COSO s first complete revision since the release of the initial framework in 1992 Companies have become accustomed to the old guidelines and the necessary procedures have become routine making the transition to align with the new framework akin to steering an ocean liner Internal Control Audit and Compliance helps ease that transition with clear explanation and practical implementation guidance *Tests and Assessment* W. Bruce Walsh, Nancy E. Betz, 1990 **InfoWorld** ,1982-12-20 InfoWorld is targeted to Senior IT professionals Content is segmented into Channels and Topic Centers InfoWorld also celebrates people companies and projects Introduction to Fire Protection and Emergency Services includes Navigate Advantage Access Robert Klinoff, 2019-11-11 The sixth edition of Introduction to

Fire Protection and Emergency Services meets and exceeds the National Fire Academy's Fire and Emergency Services Higher Education FESHE course objectives and outcomes for the Associate's Core course called Principles of Emergency Services C0273. The Sixth Edition delivers future fire service candidates a head start in the competitive selection process by familiarizing students with the selection and training process. In addition, the Sixth Edition provides a comprehensive and concise overview of the broad spectrum of the fire service from the primary duties of the modern fire department to emergency incident management to fire prevention to department administration. The Sixth Edition reinforces foundational knowledge including the history and future of the fire service, the chemistry and physics of fire, issues facing the fire and rescue service in the United States, and careers in the fire and emergency services. The entire range of services of the modern fire service is explored, including emergency medical services, hazardous materials response, wildland fires, swiftwater rescue, and urban search and rescue. The Sixth Edition includes an emphasis on safety and professionalism, which is reinforced through discussions of incident effectiveness, fire fighter ethics, customer service, physical fitness training, decision making, fire prevention, and behavioral health. Organizations that support the fire service are highlighted, including Firefighter Behavioral Health Alliance, Firefighter Cancer Support Network, Leary Firefighter Foundation, Discussions on Post Traumatic Stress Disorder (PTSD) and Repeated Exposure to Trauma (RET), and their effects on fire fighters. An expanded discussion of the possible future effects of climate change and the effect on the fire and rescue service.

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