



# OLBRICH

*The self-set demands on our work are high – for we rank among the best worldwide in our sector. We owe this above all our highly qualified employees and engineers who daily realize innovative lines for the production of wallpaper, floor coverings, films/foils and technical textiles.*

For the reinforcement of our Human Resources sector at our Bocholt plant we are looking, as from now, for a:

## **PAYROLL ACCOUNTANT - SAP (m/f/d)**

### **Your Tasks**

- Responsibility for the implementation of the wage and salary accounting as well as of the follow-up activities in SAP
- Main contact person for employees in payroll accounting matters (including certification system)
- Maintenance and administration of the time management
- Contact person for company auditors and wage tax field auditors
- Verification of the installed SAP support packages and creation of test scenarios
- Maintenance and further development of the accounting system as well as Customizing in cooperation with a service provider
- Continuous optimization of the existing Human Resources processes

### **Your Profile**

- Completed commercial education with subsequent qualification as a payroll accountant (Chamber of Industry and Commerce)
- Several years of professional experience in independent payroll accounting, ideally in a production company
- Sound knowledge of payroll tax and social security law
- Experienced handling of SAP as accounting system desirable
- Flexibility and resilience in special situations
- Autonomous working, self-responsible and responsible acting
- Experienced handling of Microsoft Office

You can expect a diversified range of tasks with a wide range of creation and development possibilities. We look forward to receiving your informative application documents (.pdf document) stating your salary expectations and the earliest date you could start.