

## DTDC Recruitment 2023 – All India Jobs – Payroll Manager Post

**Hiring organization**  
DTDC

### Job Location

India  
Remote work possible

**Date posted**  
June 23, 2023

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**Valid through**  
31.12.2025

### Base Salary

Rs. 15,000 - Rs. 20,000

APPLY NOW

### Qualifications

12th, Graduate

### Employment Type

Full-time

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### Description

## DTDC Jobs 2023

**Job Title:** Payroll Manager

**Reports To:** Head of Human Resources

### Summary:

The Payroll Manager is responsible for the administration of DTDC's payroll system. This includes tasks such as ensuring that employee paychecks are accurate and timely, processing employee benefits, and managing payroll taxes. The ideal candidate will have a strong understanding of payroll principles and practices, as well as experience with a payroll software system.

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### Jobs For Freshers

**Skills:**

- Strong understanding of payroll principles and practices
- Experience with a payroll software system
- Excellent written and verbal communication skills
- Ability to work independently and as part of a team
- Ability to meet deadlines

**Qualifications:**

- Bachelor's degree in human resources, business administration, or a related field
- 3+ years of experience in payroll administration
- Experience with a payroll software system

**Important Links****Find the Link in [Apply Now](#) Button**

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