

The payroll project manager reports to The Christ Hospital (TCH) controller, and works with the enterprise payroll manager, the Human Resources management team and IT professionals. Responsible for developing an internal capability and competency for payroll production using the licensed Lawson and associated API software.

Bachelor's degree required; seven to 10 years of progressively-responsible customer service and mentoring experience in a payroll department setting. Candidates must have played a lead role in implementing a payroll software system, preferably Lawson. Previous management or supervisory experience and training experience required.

This individual will take the lead role in creating a core competency and a capability for the payroll function at TCH. The goal is for this individual to participate in a multi-disciplinary team, including IT and HR staff, to transform payroll into an efficient and effective program. Must have demonstrated success in managing payroll software installation and upgrade projects.

Strong technical skills needed in payroll practice, policies and procedures. Strong analytical and problem-solving skills related to payroll systems, policies and practices. Well-developed analytical skills, strong verbal and written communication skills and demonstrated project management skills necessary.

**Dynamic, forward-thinking candidates are invited to apply at [www.thechristhospital.com](http://www.thechristhospital.com).**

(EOE, drug-free, smoke-free)

