**Payroll Manager
Location: Union City, CA
Salary Range: $100-125k + Bonus Opportunities
Full Time, On-Site
Direct Hire**We are seeking a seasoned and reliable Payroll Manager to lead payroll operations for a well-established construction company with a stellar reputation spanning over 45 years! In this pivotal role, you’ll oversee a team responsible for processing weekly payroll for union and non-union employees across multiple states, ensure full compliance with evolving regulations, and drive process improvements.

If you're a pro with Kronos (UKG Ready), thrive in a fast-paced environment, and are passionate about accuracy and leadership, this could be the role for you! To apply, email your resume to aileen@go2dynamic.com and call Aileen at (888) 303-5627 to discuss this opportunity!

**What You’ll Be Doing**

* Manage the full cycle of payroll operations, ensuring all employee payments—union and non-union—are processed flawlessly and on schedule.
* Uphold payroll compliance standards across various state and federal jurisdictions.
* Validate wage calculations, tax withholdings, and deductions, while ensuring accurate documentation for both internal use and external agencies.
* Lead the payroll team’s daily operations, assigning priorities and maintaining accountability on deliverables.
* Serve as the go-to problem-solver for payroll-related questions and issues, acting swiftly to maintain employee trust and satisfaction.
* Actively coach and mentor team members, fostering a culture of professionalism, responsiveness, and excellence in service.
* Play a key role in staffing the payroll department - handling recruitment, onboarding, and development.
* Stay ahead of regulatory changes and proactively update internal policies and workflows to remain in full compliance.
* Coordinate responses and provide support during payroll audits and inquiries from internal departments or external agencies.
* Prepare detailed payroll reports on a recurring basis, contributing to broader financial and operational insights.

**What You’ll Bring**

* A minimum of 5 years managing end-to-end payroll for diverse employee groups, including union labor governed by collective bargaining agreements.
* At least 2 years of experience using Kronos/UKG Ready or a comparable platform for payroll administration.
* Familiarity with certified payroll requirements and platforms such as LCP Tracker and DIR.
* Previous leadership in payroll team operations, especially with a focus on streamlining processes and driving efficiency (LEAN or similar methodologies a bonus).
* In-depth understanding of multi-state payroll compliance, labor laws, and tax regulations.
* Advanced Excel and Microsoft Office skills; capable of building reports, auditing data, and creating process documentation.
* A professional communicator who can navigate confidential matters with discretion and diplomacy.
* Strong organizational skills with the ability to prioritize, pivot quickly, and deliver under deadlines.
* A dependable team leader with a history of strong attendance, accountability, and ethical standards.
* Analytical mindset with the ability to troubleshoot, assess risk, and implement practical solutions.
* Proven ability to inspire, guide, and lead a team in a collaborative, high-performance culture.

**Benefits & Perks**

* Lucrative profit sharing and bonus opportunities
* Comprehensive benefits including Medical, Dental, Vision, and Life Insurance
* 401(k) retirement savings plan
* Paid sick leave, generous vacation time, and company holidays to recharge and enjoy life
* Clear career growth opportunities alongside a team of top-notch professionals
* A supportive, collaborative work environment where your skills and ideas are valued

*Dynamic provides equal employment opportunities to all employees and applicants for employment and prohibits discrimination and harassment of any type without regard to race, color, religion, age, sex, national origin, disability status, genetics, protected veteran status, sexual orientation, gender identity or expression, or any other characteristic protected by federal, state, or local laws.  This policy applies to all terms and conditions of employment, including recruiting, hiring, placement, promotion, termination, layoff, recall, transfer, leaves of absence, compensation, and training.*