

FFG/PC/01/23

Payroll Administrator

Location

Foyle Food Group
52 Doogary Road
Omagh, Co Tyrone

£ Competitive

Closing Date 5th February 2023



The **Foyle Food Group** is seeking to recruit a Payroll Clerk to be based at the Foyle Omagh site located on the outskirts of Omagh. Reporting directly to the Omagh site Payroll Clerk this is an excellent opportunity to join one of the largest red meat processing companies in the UK and Ireland.

We are seeking applications from individuals who have a minimum of 2 years' experience undertaking payroll applications in an industrial setting including;

- Experience of working with an hourly paid payroll environment
- Experience in working with an electronic time and attendance system
- Ability to manage conflicting priorities, prioritising work to meet deadlines
- Ability to work with confidentiality with sensitive information
- In-depth knowledge of PAYE, NI, Statutory payments etc.
- Excellent Excel skills
- Ability to work as part of a team
- This role is based on site

The Company reserves the right to enhance the criteria to facilitate shortlisting. If you believe you have the drive and ambition to fulfil this role, please forward your CV and covering letter to the email below or address above.

Closing date for the receipt of applications / CV's is Friday 5th February 2023.

Forward CV's and covering letter to recruitment@foylefoodgroup.com

Passion. Quality. Respect. Success

foylefoodgroup.com

Foyle Food Group is committed to equality of opportunity and welcomes applications from all sections of the community