

Kenneth Williams

Sr Payroll Associate Adventist Health

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Willing to relocate: Anywhere

Authorized to work in the US for any employer

Work Experience

Sr Payroll Associate

Adventist Health - Roseville, CA

September 2017 to Present

Provide expertise in processing a high level payroll for 28000 employed . Work in the implementation of Oracle payroll system. Work closely with system HRIM, corporate taxes state and federal agencies. Provide broad scale practices with testing and W-2 year end balances. Work in focus groups for system streamlines and effectiveness.

Payroll, Analyst

Oracle America

2017 to Present

- 1 Payroll Processing
- 2 New Hire Audits and HRIS Processing
- 3 Banking
- 4 Severance
- 5 Taxes
- 6 Labor and Standards
- 7 Garnishment processing
- 8 Tax and Labor Law dissemination

Sr. Payroll Specialist) Contractor

KForce

2013 to 2013

- 1 Payroll Processing ADP
- 2 New Hire Audits and HRIS Processing
- 3 Garnishment processing
- 4 Tax and Labor Law dissemination
- 5 Termination and Severance Packages
- 6 Vacation Accruals and Sick

Payroll, Human Resources Administrator

Employers Guardian

2011 to 2013

- 7 Payroll Processing

- 8 New Hire Audits and HRIS Processing
- 9 Garnishment processing
- 10 Tax and Labor Law dissemination

Executive Payroll Assistant

Payroll Solution

2009 to 2010

- 1. Payroll processing
- 2. Client resolution
- 3. Product negotiation
- 4. Client consultation
- 5. Interpret tax and labor law

Payroll Analyst

The McClatchy Company

2007 to 2009

2007-2009

The 3rd largest Newspaper outlet in the United States, the McClatchy Company owns and operates 30 Newspapers Nationwide.

Payroll Analyst

- 1 Project lead in implementing plans and procedures for end of year processing W-2
- 1 Trained and assisted in daily operations and problem solving
- 1 Ran various PeopleSoft and Kronos reports and file transfers
- 1 Provided Payroll Expertise in tax and labor laws with various newspapers
- 1 Insured correct accountability of Media resources.

Tax pay Electronic Network Service Specialist

Paychex - Rochester, NY

2004 to 2007

Paychex is a Fortune 100 Company headquarter in Rochester NY with over \$1,000,000.00 in annual revenue. Paychex is the largest Payroll Processing Company in the United States with offices in every major city in the country.

Tax pay Electronic Network Service Specialist

- 1 Prepared monthly quarterly and annual tax information and returns
- 1 Liaison between IRS, State and County Agencies and Vendors of Paychex
- 1 Project lead and problem solver for all tax issues in Major Markets Arena
- 1 Prepared training and expertise in tax and payroll for Major markets
- 1 Electronically filed and paid all taxes for clients in the Major Market Arena

Sr. Client Service Representative, Major Market

- 1 Serve as Lead Client representative between client and Paychex
- 1 Installed and updated software to produce customize payroll systems for clients
- 1 Served as Lead representative during Supervisor absence
- 1 Initiated plans, policies and standard

Client Service Representative

- 1 Serve as Client representative between client and Paychex
- 1 Installed and updated software to produce customize payroll systems for clients

2 Prepare Payroll and provide Customer Service for Major Market Clients

Small private Medical Biller and adjuster

Alternative Technology Resources

2001 to 2004

for Medical practices and small to medium size

Medical groups

Payroll Administrator / Accounts Receivable

- 1 Serve as Primary Payroll Person for 150 employees
- 1 Prepare payroll reports and taxes for review by Company Controller
- 2 Provide training and seminars for Company employees
- 3 Accounts Receivables
- 4 Track sick leave and benefits accruals and payments to 3rd party

Payroll Specialist

Sutter General Hospital - Sacramento, CA

1997 to 2001

One of the largest hospital and patient care facilities in Northern California. Sutter Maintains 2 major hospitals in Sacramento, Ca as well as 15 out patients care units In the area.

Payroll Specialist

- 1 Serve as Primary Payroll Person for 150 employees
- 1 Prepare payroll reports and taxes for review by Payroll Manager
- 2 Time card and payroll processing

Education

University of Paychex - Rochester, NY

2004

AA in Accounting

Sacramento City College - Sacramento, CA

1989 to 2001

Skills

- Payroll (10+ years)

Certifications and Licenses

ADP payroll certification

Additional Information

Competences

Millennium, Networker Legato, Unix and Windows Platforms, COM vault and Net backup
ADP Payroll Systems, Report smith, Paychex Preview Systems, Report writer
Lawson Payroll Technologies, PeopleSoft, MAS 90, Microsoft Excel, Microsoft Access,
Microsoft Word, Crystal reports, Kronos, Salesforce and Cloud based platforms.