

# Payroll Services

## Accurate, compliant & stress-free payroll support

### Payroll Processing

- Weekly, fortnightly or monthly pay runs
- Entering hours, allowances & deductions
- Ensuring correct award interpretation
- Processing terminations, leave payouts & adjustments

### Employee Management

- New employee setup (TFN, super, pay rates, entitlements)
- Managing leave balances & accruals
- Updating pay rates & employment changes
- Tracking superannuation obligations

### Superannuation

- Preparing for Payday Super
- Preparing superannuation for payment
- Ensuring correct super calculations
- Monitoring missed or late super
- Reconciling Superannuation Accounts