



Bandhan Bank

<https://targetjob.govhelp.in/job/bandhan-bank-recruitment-2024-jobs-alerts-payroll-clerk-post/>

Bandhan Bank Recruitment 2024 – Jobs Alerts – Payroll Clerk Post

Hiring organization
Bandhan Bank

Job Location

India
Remote work from: IND

Date posted
December 29, 2023

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Valid through
31.08.2024

Base Salary

USD 21,000 - USD 24,000

APPLY NOW

Qualifications

Graduate

Employment Type

Full-time

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Description

Bandhan Bank Recruitment 2024

As a Payroll Clerk at Bandhan Bank, you'll be the maestro of numbers, weaving intricate calculations and meticulous data entry into the symphony of employee salary disbursement. You'll handle a range of tasks, from processing employee data and calculating salaries to generating payslips and ensuring timely payments through various channels. Your dedication to accuracy, attention to detail, and commitment to efficiency will be instrumental in keeping our payroll operations running smoothly, fueling the bank's success with happy and motivated employees.

Bandhan Bank Jobs near me

Responsibilities:

- **Data Maestro:** Maintain and update employee information in payroll systems, ensuring accuracy and completeness for timely and error-free salary calculations.
- **Calculation Champion:** Apply relevant salary rules and deductions, calculate gross and net pay accurately, and handle various allowances and bonus calculations flawlessly.
- **Payslip Picasso:** Generate payslips and other reports efficiently, ensuring clarity and adherence to legal requirements for smooth employee understanding.
- **Payment Pipeline:** Process salary disbursements through designated channels (bank transfers, cash payments etc.) on time and accurately, upholding our commitment to our workforce.

- **Compliance Guardian:** Stay updated on tax regulations and payroll processes, adhering to compliance requirements and maintaining accurate records for smooth audits.

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Bandhan Bank Careers

Skills:

- Strong proficiency in basic mathematics and calculations.
- Excellent attention to detail and a commitment to accuracy.
- Good computer skills and proficiency in data entry software.
- Strong organizational and time-management abilities.

Important Links Effective communication and interpersonal skills **Find the Link in [Apply Now](#) Button**

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