



## Head of Payroll, Working Time & Global Mobility –London

This senior role within HR Services is primarily responsible for ensuring the efficient running of the national Payroll for all colleagues. This extends to ensuring the accurate maintenance of working time and absence data, as well as leading the implementation of the national Working Time Transformation project. In addition, the role is responsible for the GB Global Mobility function, enabling colleagues to transfer their knowledge and experience across all 30+ Lidl countries within a variety of assignment types. Leading through their large team of HR professionals, the successful candidate will strive to deliver excellent service to their internal customers, as well as overseeing the rollout of national projects and initiatives in line with the HR People Strategy. This role offers a real opportunity to make a direct impact to all our 32,000+ Lidl colleagues and drive business performance.

### Your tasks

- Operational leadership of three core HR service teams in the areas of:
  - Payroll
  - Global Mobility
  - Working Time Compliance
- Establishing an efficient, compliant and optimised national Payroll function; ensuring that all colleagues are paid on time and in line with legal and statutory requirements.
- Diligent monitoring of the monthly payroll administration tasks, including HMRC deadlines, reporting and payments.
- Providing professional guidance to senior business stakeholders.
- Identifying areas of business risk or improvement within the area and formulating actions plans to resolve them.
- Liaising with external partners and auditors to ensure UK legalities and compliance requirements are met.
- Supporting the delivery of HR Services projects and initiatives in line with the HR People Strategy for 2024 and beyond.
- Ensuring compliance with International and UK procedures, creating localised supporting materials to assist regional and Head Office implementation.

### Your profile

- Strong leadership skills with experience in building high performing and professional teams.
- Organised and structured approach to task allocation and follow up, with an eye for detail.
- Expert knowledge of the operational time recording, absence management & pay model in Sales & Logistics.
- Proven track record of delivering projects and initiatives on a national scale.
- Expert data analysis skills to identify trends, risks & opportunities.
- Ability to translate complex concepts or problems into clear and concise decisions or action plans.
- Self-motivated with a personal drive to see challenges through to success.
- Strong stakeholder management skills with the ability to persuade and convince others.
- Excellent communication skills and able to deliver the relevant detail effectively and understandably.
- Flexible to travel throughout the UK and internationally.

### Interested?

Should you be interested in this opportunity, please apply online by clicking directly on the link below or entering it into your browser:

<https://career5.successfactors.eu/sfcareer/jobreqcareerpvt?jobId=400803&company=lidlstiftuP2&st=E0BBF63FE5AEA26158CE0AB1E3A074D561B73810>

You will need to include an up to date CV and covering letter outlining your motivations for the role. If you have any questions, please contact one of the recruitment team at: **internaljobs@lidl.co.uk**