

Payroll Management



**Need help with payroll?
GTE will deliver.**

Payroll management and implementation are an integral part of any business. GTE provides complete payroll services tailored exactly to suit your needs, reducing administration overheads, eliminating the need for payroll staff, expensive software and staff training, IT equipment, printers and payslip stationery.

- Australia Wide
- A Complete Outsourcing Solution
- Payroll/Costing Calculations
- New Employee Setup
- Casual, Permanent, Part Time and Contract Employees
- Lodgment of Wage Files direct to Employees' Accounts
- Reconciliation & Payment of Employee Entitlements, i.e. Sick Leave, Annual Leave
- Leave Management
- Superannuation Processing & Reporting
- Salary Sacrifice & Guarantee Payments & Reporting
- Termination Payments & Reporting
- WorkCover Payroll Payments & Reporting
- Centrelink/Child Support - Garnishees Payments & Reporting
- Deductions
- Pay Advice slips [Direct Email/Mail]
- Timesheets
- Group Certificates
- Direct Employee Enquiries
- Statutory Legislative Compliance
- PAYG Payment & Reporting
- General Ledger Reporting
- Payroll Tax Payment & Reporting
- Withholding Tax Payment & Reporting
- Masterfile Maintenance
- Unlimited Reporting, i.e Weekly, Fortnightly, Monthly, Annually
- End of Year Processing

GTE will effectively manage all your payroll needs in a practical and accountable manner. Additionally we have a wealth of experience implementing a range of services from Recruitment to WorkCover and from Risk to Compliance.

**Finding the best people
is about finding the best *in* people.**

www.gteaustralia.com

Contact Toll FREE 1300 483 483



Great with people. Great for people.