


Maeghan Tumminello

Payroll Analyst

I am a Payroll Analyst with over 3 years of experience in the field. I have an expert level knowledge of payroll processes and procedures. I am highly analytical and detail oriented, with a strong focus on accuracy and compliance. I possess excellent communication and interpersonal skills, which allow me to effectively communicate with all levels of management. I am a self-starter who is able to work independently as well as part of a team.

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2222 Broad St, Hartford, CT 
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Education

**Associate's degree in
business administration
or accounting at
Central Connecticut State
University**

Sep 2014 - May 2019

I have learned how to manage a business, including creating financial statements and budgets, marketing products and services, and leading and motivating employees.

Links

[linkedin.com/in/maeghantumminello](https://www.linkedin.com/in/maeghantumminello)

Skills

Payroll



Accounting



QuickBooks



Microsoft Office Suite



ADP Workforce Now



Ceridian Dayforce



Paychex Flex



Employment History

Payroll Analyst at ADP, CT

Jun 2022 - Present

- Implemented a new payroll system which increased efficiency by 15%.
- Processed bi-weekly payroll for 500+ employees.
- Resolved discrepancies in employee time sheets.
- Onboarded new hires and processed their first paycheck.
- Calculated monthly commissions for sales team.

Payroll Analyst II at Paychex, CT

Sep 2019 - Apr 2022

- Successfully processed payroll for 500+ employees on a bi-weekly basis.
- Maintained up-to-date knowledge of federal and state wage laws.
- Resolved complex payroll issues in a timely and efficient manner.
- Trained new staff members on company payroll procedures.
- Prepared detailed reports documenting Payroll processes and discrepancies.

Certificates

Certified Payroll Professional (CPP)

Dec 2020

Fundamental Payroll Certification (FPC)

Aug 2019

Memberships

American Payroll Association

National Payroll Reporting Consortium