

Certificate in Xero Payroll

Eliminate payroll stress with Xero Payroll! Become your own payroll administrator, connect your payroll to your accounting system, and boost your career prospects. Enrol today with The Career Academy!



 **COURSE DURATION:** 6 months Access | ~ 15 hours

What you will learn?



1. Introduction to Xero Online
2. Setting Up Xero Payroll
3. Managing Payroll Items with Xero
4. New Employees & Leave Requests With Xero
5. Pay Templates in Xero
6. Pay Runs in Xero
7. Payslips & Payroll Reporting with Xero
8. Filing Obligations Using Xero

Potential Job Outcomes

- Payroll Clerk
- Compensation & Benefits Specialist
- Payroll Officer
- Payroll Manager
- Payroll Specialist
- Payroll Coordinator
- Payroll Analyst
- HR and Payroll Officer
- Payroll Tax Specialist
- Xero Bookkeeper

Career Benefits

- Learn how to use single touch payroll with Xero, making payroll so easy.
- Increase your skills and become confident in Xero Payroll.
- Work with an experienced tutor and other students to successfully complete your course.
- This course is delivered by an IAB Accredited Training Provider.
- This course is accredited by the International Association of Accounting Professionals.
- The content of this course has been certified by the CPD Certification Service.

Excellent  9000+ reviews on  Trustpilot



The team are transparent and coordinate with you the whole way! The course is easily laid out and instructions are easy to follow. Online learning has suited me, giving me a balance of work and study life. Career Academy is my number #1 choice. Currently doing my second course with them.

- Mietta Mattox

