



LAURIE FAGUNDES, CPP

PROFILE

Provider of Payroll Consulting Services, since 2001, including project management of payroll system implementations, outsourcing implementations, integration of acquired companies into existing payroll systems, payroll accounting, process reengineering and documentation.

RECENT PROJECTS

PROJECT MANAGER – PAYROLL SYSTEM IMPLEMENTATIONS

Responsible for implementation scheduling, planning, requirements definition and testing. Defined and performed test cases for user acceptance of payroll and time attendance systems.

PAYROLL OUTSOURCING PROCESS LEAD VENDOR-SIDE

Interviewed client to understand existing HR & Payroll policies and processes. Based on findings, developed and documented new payroll processes for implementation of payroll outsourcing (vendor-side). Created forms and defined interface specifications to import data to payroll system. Trained vendor staff on new procedures. Conducted end-to-end testing of new processes.

PAYROLL OUTSOURCING CLIENT-SIDE PROJECT MANAGEMENT

Client-side project management of payroll department outsourcing including communication of client policies and processing requirements to vendor. Reviewed vendor Knowledge Base content for accuracy. Coordinated development of communication plan. Reviewed and approved process flows documented by vendor. Audited results of user acceptance testing.

KRONOS IMPLEMENTATION

Project management of time and attendance system implementation for employee base of 10,000. Worked with vendor to design system configuration to meet client needs, defined pay rules, defined interface specifications, validated employee data loads, developed test cases, conducted acceptance testing, defined and documented internal processes and created manager/employee job aids.

PAYROLL ACCOUNTING & PROCESS EVALUATION

Historical clean-up of payroll cash and liability reconciliations. Documented procedures and trained staff to reconcile accounts. Implemented methodology to reconcile payroll tax returns to payroll records quarterly. Payroll Lead on project team to manage change in banking vendor. Documented existing payroll processing procedures and made recommendations to management for process change and internal control improvement.

CORPORATE EXPERIENCE

Sr. Manager Disbursements, Excite@Home 2000
Sr. Manager Payroll, DHL Airways, Inc. 1994–2000
Payroll Manager, Oracle Corporation 1988–1994

SKILLS

Payroll Headcounts:

400 – 20,000 employees

Payroll Taxes:

50 States

US Possessions

Payroll Software:

Ceridian

ADP PayeXpert

ADP EzLaborManager

ProBusiness

Kronos

Financial Software:

SAP

Oracle

Peoplesoft

JDE Edwards

Microsoft Office:

Excel

Word

PowerPoint

Access

Project

Reporting:

R&R Report Writer

Crystal Reports

ADP Report Writer

AS400 query

EDUCATION

California State University,
San Francisco

B.S., Business Administration
Emphasis in Accounting

Dean's List

Beta Alpha Psi
Honors accounting fraternity