

7 Common Payroll Outsourcing Mistakes

1. Advice

Make sure your provider is qualified to assist you, and not just manage the software. A good payroll partner will be able to communicate important tax & legislation changes as well as assist with best practices for your business & employees.



2. Tax Agent

Understand your issues and relay these to your prospective provider. Help your provider work with you to overcome these issues using their software & services.



3. Meet the People

The culture of your business and people are important. Meet your payroll provider's people, the people behind closed doors, not just the BDM or Account Manager.



4. Be Honest

Understand your issues and relay these to your prospective provider. Help your provider work with you to overcome these issues using their software & services.



5. Embrace the Change

Let go of antiquated technology and incorporate modern practices that up-to-date software brings to the table. Know that your provider should be looking at new initiatives & developments to keep ahead.



6. Don't Rush

Take your time and plan well, especially if interacting with the software is new to your employees. Allow for the appropriate change management with your staff. Treat it as one of your most important employee engagement activities.



7. Buying on Price

Price per payslip should not be your single driver when choosing a payroll service provider. Cost goes beyond current software & payroll salaries. Consider all the benefits of the service & software so that you minimise risk and are compliant with all legislation.

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- ✔ Common Mistakes & Misconceptions
- ✔ Technical Options & Considerations

