MARKETING MATERIALS FOR YOU
PLACE YOUR LOGO HERE

Highfield Level 2 Certificate in Computerised Payroll (RQF)

QUALIFICATION NUMBER: 603/6425/7

WHO REQUIRES THIS QUALIFICATION?

This qualification is aimed at learners who are seeking to further their payroll skills to support job applications. It is suitable for learners who are new to computerized payroll processing. It provides the underpinning knowledge and understanding as well as the necessary skills requires. The qualification can be taken by learners preparing to enter employment or by those who are already in employment.

WHY A HIGHFIELD QUALIFICATION?

Highfield is the leading provider of regulated compliance qualifications in the UK, certificating over 350,000 learners a year.
Highfield currently provides around 70% of all regulated food safety qualifications.
We're extremely proud to be a Highfield-approved centre and offer industry-recognised qualifications that will enhance learners' career prospects.

WHAT NEXT?

On successful completion of this qualification, learners may wish to continue their development by undertaking one of the following qualifications:

- Highfield Level 2 Certificate in Providing Financial Services
- Highfield Level 2 Diploma in Business Administration

COURSE DATES

Replace this text with YOUR COURSE DATES

BOOK NOW

Replace this text with YOUR BOOKING INFORMATION

2 LEVEL

PAYROLL FACT SHEET

QUALIFICATION TIME IS 230 HOURS, RECOMMENDED 198 GLH

ASSESSED BY A PORTFOLIO OF EVIDENCE

REGULATED BY:

OFQUAL

CCEA

WHAT DOES THE QUALIFICATION COVER?

Topics include:

- Fundamental elements of employment legislation
- Principles of statutory payments and deductions
- Calculate gross pay
- Payroll software
- Payroll processes

WHERE CAN THIS COURSE BE TAKEN?

This qualification can be taken through any Highfield approved training centre.

Highfield
Approved Highfield Centre

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