

Staff Payroll Management



/Gestión Global



Staff Payroll Management

Gestión Global offers the following services:

- Preparation and issuance of **payroll statements**.
- Calculation of **social security contributions**.
- **Management** of personnel records.
- **Operational support of personnel** in relation to questions regarding the calculation of salaries and related issues.
- **Recording and issuance** of vacation records.
- Preparation of **salary reports**.
- **Issuance of payroll reports**, centralization of payroll records and monthly reports.
- Preparation and filing of **annual payroll statements** with the Chilean Internal Revenue Service.
- Register of absenteeism rate and processing of **sick leave**.

Additional services:

- *Preparation of standard labor contracts and their appendixes*
 - *Preparation of severance settlements*
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