



Designation	Criteria	Qualifications	Experience
Certified Payroll Practitioner (CPP)	<p>Analyses the business requirements in terms of a total payroll strategy and policy for the company/group</p> <p>Expert in national and international payroll best practice</p> <p>Change Management Agent with regards to all policy, system, legislative and procedural change</p> <p>Extensive knowledge of Labour legislation, policies and governance related to position</p> <p>Manages and Reviews Audits and Controls</p> <p>Manages a payroll team</p> <p>Functions at Senior level reporting to the Exco/Mancom</p> <p>Ensures legislative compliance</p>	Degree / Payroll Diploma	10 yrs + at Senior Level
Certified Payroll Administrator Practitioner (CPAP)	<p>Identifies solutions to problems, issues and queries</p> <p>Assists in improving processes and procedures</p> <p>Sound knowledge of Labour legislation, policies and governance related to position</p> <p>Ensures legislative compliance</p> <p>Ensures controls and audits are in place and effective</p>	Payroll Diploma	5-10 years relevant experience
Certified Payroll Technician (CPT)	<p>Collates information, provide administrative support, answers queries</p> <p>Functions as an entry level analyst / administrator / officer</p> <p>Captures data into system</p> <p>Under guidance, answers all payroll policy and process related queries from the business</p>		1-5 years relevant experience

Footnote: The Accreditation Committee may decide to waive the qualification requirements in favour of relevant experience