

**Denise Macdonald**

12 Furneaux Grove  
Whitby  
Porirua

Tel: 04 234 1443  
Mob: 021 311 561  
Email: [Denise@Colourcloud.com](mailto:Denise@Colourcloud.com)  
Web: [www.Colourcloud.com](http://www.Colourcloud.com)

**PERSONAL INFORMATION**

Marital Status: Married  
Nationality: British  
DOB: 19/12/69

New Zealand Residency Number : 2234703

**EDUCATION**

- |                                                   |                                                                                                                                                                                                                                                                                                                            |
|---------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Hugh Baird CFE, UK</b>                         | 1993 – Ordinary National Certificate (ONC) – Business and Finance (Merit)                                                                                                                                                                                                                                                  |
| <b>Liverpool Community College, UK</b>            | 1995 – Study of Associated Accounting Technician (AAT)                                                                                                                                                                                                                                                                     |
| <b>Open University, UK/<br/>Massey University</b> | 2003 - Bachelor Of Arts – English, specialising in Education: <ul style="list-style-type: none"> <li>• Learning and Motivation</li> <li>• Early Childhood Education</li> <li>• Working with Parents</li> <li>• Special Education</li> <li>• Maori Issues in Education</li> <li>• Consultation and Collaboration</li> </ul> |
| <b>Victoria University</b>                        | 2005 – Graduate Diploma in Teaching (Primary) – GDTP                                                                                                                                                                                                                                                                       |

**STATEMENT OF INTENT**

As an independent Payroll Contractor I aim to add business value to organisations across New Zealand. This value is based on 15 years of finance with a primary focus including running, managing and outsourcing payroll for large organisations.

## CAREER HISTORY

### **Contractor**

#### **Vehicle Testing New Zealand – Contracting Payroll Officer**

Feb 2006 – Apr 2006

Consult and assist in the migration of Payroll from in-house to outsource including planning, process definition, staff training and business handover.

2001 – Jan 2006

#### **Vehicle Testing New Zealand – Payroll Officer**

- Manage and run a 1000 employee payroll on a fortnightly basis
- Training junior staff and contractors in payroll
- Training managers in payroll processes
- PAYE, Superannuation, ACC
- Management statistic reporting
- Accounting reconciliation

1991 - 2000

#### **Sefton Metropolitan Borough Council, UK – Payroll Officer**

- Manage and run 3 monthly payrolls (1500+ employees)
  - Training junior staff and payroll users
  - PAYE, Statutory Sick Pay, Superannuation
  - Management statistic reporting
  - Accounting reconciliation
- 

## HOBBIES

My interests are in education and English literature both of which I have studied in depth. I enjoy learning – a must for a long studying Graduate and contracting professional.

Away from work I enjoy walking, kayaking, writing children's literature, and reading classic literature and poetry.

I love to travel and embrace new cultures as well as spend time in Wellington, a place I proudly call home.

## REFERENCES

### Professional

Ms. Julie Wallace (HR)  
Vehicle Testing New Zealand Ltd  
Level 6, 15 Willeston Street  
Wellington

Tel: 04 495 2500

### Personal

Ms. Jane Windle  
12b, 186 The Terrace  
Wellington

Tel: 0272 456510