



Job Announcement
Posted 2/13/2026

Payroll Manager

Huwa Enterprises is a nationally renowned land reclamation and restoration company, that has successfully reclaimed over 3.1 million acres of land across 44 states in the US. We use innovative approaches based in science and environmentally sounds practices in our work, and we continue to innovate as we partner with clients in specialty areas such as land reclamation, renewable energy, civil infrastructure, and natural disaster recovery, all using the most advanced tools in science and technology to do so.

Position Overview

Reporting to the Controller, the Payroll Manager leads all aspects of payroll operations to ensure accurate, timely, and compliant employee compensation. This role oversees the payroll team, manages multi-state payroll processes, ensures compliance with tax and labor regulations, and partners closely with HR, Finance, and IT to maintain seamless data flow and reporting accuracy.

Key Responsibilities

- Lead, train, and mentor payroll staff, providing coaching and performance evaluations.
- Manage the daily payroll workflow—from timekeeping and processing to direct deposit and tax filing.
- Oversee the setup, maintenance, and reconciliation of multi-state and union payrolls.
- Partner with HR and Finance to ensure compliance with FLSA, wage and hour laws, and company policies.
- Ensure accurate processing of salaries, bonuses, garnishments, benefits, and other deductions.
- Maintain and reconcile payroll records, employee expense accounts, and payroll-related liabilities.
- Manage Nexus compliance and coordinate multi-jurisdiction tax setups and filings.
- Research and resolve payroll discrepancies and tax agency escalations.
- Facilitate audits and year-end processes, including reconciliations and issuance of W-2 and 1095-C forms.
- Identify and recommend process improvements and software enhancements.
- Provide payroll-related training for employees and supervisors.
- Perform other duties as assigned.



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Skills and Abilities

- Proven leadership skills with a collaborative approach to motivating teams and fostering accountability
- Strong attention to detail and high standards for accuracy and confidentiality.
- Excellent organizational, analytical, and problem-solving skills.
- Strong written and verbal communication skills; able to work effectively with diverse teams.
- Demonstrated accountability and ability to meet strict weekly deadlines.
- Proven ability to build and maintain positive, professional relationships across departments.
- Commitment to continuous learning and professional development.
- High integrity and sound judgment in handling sensitive payroll information.

Qualifications

- Bachelor's degree in Accounting, Business Administration, or related field (required). Equivalent professional payroll experience may substitute for education.
- 5+ years of payroll management or leadership experience (required)
- Construction industry experience (preferred)
- Strong knowledge of payroll principles, taxes, internal controls, and reporting
- Advanced understanding of multi-state, union, and certified payrolls
- Exceptional attention to detail and analytical skills
- Strong communication, leadership, and problem-solving abilities
- Proficiency in Microsoft Excel, Outlook, and Adobe Acrobat (required)
- Experience with Viewpoint Spectrum or similar payroll platforms (preferred)

Work Conditions

- Full-time, non-exempt position based out of corporate headquarters in Keenesburg, CO.
- Typical schedule: Monday–Friday, between 7:00 a.m. and 5:00 p.m., with occasional evenings or weekends.
- Must pass pre-employment drug and alcohol screening.
- Primarily office-based role requiring frequent sitting, standing, and use of computers and standard office equipment.



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Anticipated Salary and Benefits:

- Anticipated Hiring Wage Range: \$110,000 - \$130,000 DOE
- Medical, Dental, Vision, HSA, Short Term/ Long Term Disability, 401k with matching contribution.
- We provide paid Sick Leave as determined by Colorado's Healthy Family and Workplaces Act (HFWA).
- Paid time off (PTO) and paid Holidays.

To Apply:

Please complete the application as linked on our careers page at [Careers – H2 Enterprises](#). Please be sure to attach a copy of your professional resume which specifically outlines your experience and skill as it relates to this position.

This position will remain open until filled and reviews of applications of qualified applicants will begin immediately upon receipt.

You may contact Human Resources with any questions by e-mailing
HR@HuwaEnterprises.com.

Notice to All Applicants:

- 1) Proof of eligibility to work is required to be produced within three (3) days of hire; 2) Direct Deposit is a condition of employment; 3) Applicants may be required to complete a successful background check prior to employment, including but not limited to drug screening and MVR, depending upon the duties of the position; 4) Requests for ADA reasonable accommodation in the application process can be requested by contacting HR@HuwaEnterprises.com.

Huwa Enterprises is an Equal Opportunity Employer:

It is the Company's policy to provide equal employment opportunities for all applicants and employees. The company prohibits all forms of discrimination and harassment including those that violate federal and state law. The company does not discriminate on the basis of sex/gender, race, color, age, creed, national or ethnic origin, physical or mental disability, veteran status, pregnancy status, religion, genetic information, marital status, gender identity, or sexual orientation in its employment practices and activities. To report any concerns or complaints, you may contact Human Resources at HR@HuwaEnterprises.com.