

Business Analyst (m/f/d)

With over 50 years of experience and more than 200 employees, Paychex Europe Germany GmbH is one of the leading providers of payroll services in Germany. From our offices in Hamburg, Berlin, and Rostock, we serve more than 6,000 companies — reliably, digitally, and in full compliance with legal requirements.

As part of Paychex Europe — the European division of the U.S.-based HR and payroll provider Paychex, Inc.—we operate across Europe. This includes Paychex Europe Denmark (formerly Lessor Group), a leading provider of payroll and HR software in Northern Europe, as well as Emply, our modern cloud solution for recruiting and talent management.

Together, we design modern solutions for payroll and HR—flexible, scalable, and always tailored to our customers' needs.

Join our team and write your own success story at Paychex Europe. To strengthen our Product Operations team, we are seeking a full-time candidate to start as soon as possible in Rostock or remotely:

Business Analyst (m/w/d)

Business Analyst is a key role for us translating business needs into clear requirements that enable development teams to deliver high-value software to customers.

By creating clarity and alignment across stakeholders, you help ensure that our payroll solutions continuously meet regulatory requirements while delivering real value to our customers. As a Business Analyst, you support Product Software Developers by translating complex payroll and legal requirements in user stories with the ambition of creating the best possible product for our customers. You will work closely with fellow Business Analysts, Product Owners, and development teams to translate business needs into actionable input for development.

The role offers strong development opportunities through close collaboration with experienced colleagues and exposure to the full product development lifecycle in an agile setup. Top of Form Bottom of Form Top of Form

You will be working with our product Paychex Europe Payroll. Paychex Europe Payroll is a cloud-native payroll solution for companies in Germany that simplifies payroll operations through intuitive workflows, automated data validation, and role-based collaboration. Businesses can manage payroll independently or flexibly use integrated service levels – from selective support to full outsourcing – while open APIs and 100+ HR connectors enable seamless integration into existing system landscapes.

Your responsibilities

You are responsible for formulating user stories that give clear guidance and direction. You do this in collaboration with your development team using agile methods (e.g. SCRUM). Here is a non-conclusive list of tasks in the role:

- Design, develop, implement and test end-to-end payroll processes with a focus on standardization, automation, and scalability
- Accompany innovative process optimization projects with a focus on digitization
- Identify impacts of legal changes in German tax and social security law and proactively drive necessary product and process adaptations
- Ensure continuous of payroll-related product features in close collaboration with development teams and Product Owners
- Documentation of processes including flow charts
- Quality control of the applications used
- Regularly soliciting user feedback

Our humble expectations

Given the responsibilities mentioned above, we expect people with the following traits, skills and experience to be successful in this role:

- Experience within the German payroll domain or a closely related field such as insurance or pensions
- Background as a Payroll Specialist, Payroll Consultant, or experience with German payroll audits or compliance-related topic
- Strong analytical skills and problem-solving abilities
- Experience with agile working methods is desirable
- High sense of responsibility and ability to work in a team
- Excellent German language skills (at least C2 level) and good English language skills

We are always looking for different talents to broaden our horizon and step up our game, so if you can see yourself thriving and performing in this role, please let us know!

Our Offer:

- The option to work from home and/or in the office
- An exciting and modern work environment at a quality-leading, dynamically growing, mid-sized company
- A substitution arrangement in case of vacation or illness
- An exciting customer portfolio ranging from sole proprietorships to international corporations
- Security as an employee of a large company with over 16,000 colleagues worldwide and a unique success story
- A great team of competent and motivated colleagues in a very good working atmosphere
- Regular feedback meetings
- Development opportunities based on personal career planning
- A competitive salary package consisting of attractive compensation and personal and company bonuses

For questions about the role, please do not hesitate to contact Maren Wandel (hiring manager), mwandel@paychex.de. The start date is as soon as possible. Applications will be reviewed continuously, and we'll hire as soon as we find the right person.