



We are a customer focused provider of audio solutions. We exceed users' expectations with well thought out design, integration, and service. Our purpose-built products meet our customers where they are at, enhancing their moment with a powerful experience through music.

Manager of Human Resources and Payroll

Rockford Fosgate is seeking an experienced HR and Payroll Manager to oversee all aspects of Human Resources, benefits and payroll functions within the organization. This role is responsible for developing HR strategies, administration of employee benefit plans, managing employee relations, ensuring compliance with labor laws, and administering payroll processes. The HR and Payroll Manager reports directly to the company President and works closely with senior leadership to foster a positive work environment.

Key Responsibilities

- Manage HR functions including recruitment, onboarding, performance management, and employee offboarding.
- Oversee and process biweekly, multi-state payroll ensuring accuracy, confidentiality, and full compliance with federal and state regulations.
- Administer all benefit programs, including medical, dental, vision, life insurance, disability, and 401(k).
- Serve as primary point of contact for benefits inquiries, open enrollment, and employee concerns.
- Maintain HRIS data integrity, including employee records, compensation updates, and reporting functions.
- Support hiring managers utilizing various company tools, resources and processes.
- Develop, improve and implement advanced HR strategies and processes.
- Ensure HR policies remain updated and aligned with parent company standards.
- Partner with leadership on employee relations, workplace investigations, engagement initiatives, and performance management.
- Maintain compensation analysis and recommend salary structures and determinations for approved headcount requests as part of the hiring process.
- Collaborate cross-functionally with Finance and Senior Leadership regarding audits, payroll changes, bonus processing, and employee compensation updates.
- Bring positive energy and authenticity, reinforcing a people first culture.

Required Skills & Qualifications

- Bachelor's degree in Human Resources, Business Administration, or related field.
- 7+ years of progressive HR experience, including at least 3 years in payroll and benefits administration.
- Comprehensive understanding of HRIS, payroll systems, labor laws and HR best practices.
- Detail-oriented with strong analytical, organizational, and problem-solving skills.
- Excellent communication and interpersonal abilities.
- Advanced proficiency with Microsoft Office Suite (Outlook, Word, Excel, PPT)
- Ability to work independently and handle confidential information with discretion and the highest ethical standards.
- Professional certifications (SHRM-CP, PHR, CPP) a plus.

About Rockford Fosgate & Benefits

Rockford Fosgate is an equal opportunity employer located in Tempe, Arizona. Join a collaborative and dynamic environment where your contributions directly support our mission to deliver powerful audio experiences. Employees enjoy competitive pay, affordable healthcare, 401(k) matching, and a pathway for long-term growth.

How to Apply

Interested and qualified applicants should send their resume and cover letter via Linked-In or email to jobs@rockfordfosgate.com. To learn more about us, visit www.rockfordfosgate.com.