Bethann DuBois, is the Payroll Manager at the U.S. Headquarters for Nipro PharmaPackaging Americas. In this role, Bethann leads a team of 6 providing all aspects of payroll administration and human resources compliance, including weekly and biweekly payroll, Performance Management, Leave of Absence administration (FMLA, ADA and other leaves of absence) and Unemployment.

Bethann actually came into HR and Payroll by accident. After completing graduate school (in music performance) she set out to find a job that would pay the bills. Her second best skill outside of playing the piano and organ was typing, and that helped her land a job in a very large and busy HR department. She continued working in HR before landing her ‘dream job’ as an accompanist and music director. She considers herself fortunate to have had the opportunity to pursue her music career for the next 10 years accompanying soloists and directing professional choirs.

Learning the hard way that being a freelance musician is not the most stable way to earn money, Bethann returned to the business world and to working in HR. Since then, she has led several long-term initiatives, including the development of web-based training programs for line managers and office administrators, as well as standardizing leave of absence administration, and the recruiting and on-boarding processes. Bethann has also been instrumental in decreasing the company-wide employer unemployment rate by 4.5% over the last several years. Additionally, she has been successful in streamlining the payroll process that has increased accuracy, decreased the need for off-cycle checks by more than 80%, and cut the biweekly processing time in half.

Outside of work, Bethann is active in her local SHRM and APA Chapters. She also enjoys cooking and baking, reading mystery/suspense novels, and spending quality time with friends and family. Bethann lives in Southern New Jersey with her husband, their 2 children and their fur-babies.