

ACCOUNTS PAYABLE AUTOMATION

End-To-End BPO Service For Accounts Payable Management



Most Finance and Accounting (F&A) departments have already experienced the BPO hype of cost reductions, labor arbitrage, the standardization and streamlining of existing processes. But gaps in end-to-end solutions, as well as quality issues remain. At the same time companies have to improve productivity and efficiency, in combination with reducing costs, to compete in a competitive market environment.

As a supplier of invoicing solutions Swiss Post Solutions addresses today's challenges in F&A with process accuracy for transaction, automation, compliance and data analytics.

The Solution

Utilizing our consulting service, we will design with you a tailored-made accounts payable management solution for you. This includes an analysis of your current processes, documenting requirements and delivering an implementation strategy to deliver the agreed performance improvements and financial benefits.

Document Input Management

- Sorting and preparation
- Scanning / digitization
- Archive management

Processing of invoices

- OCR and data entry
- Invoice / travel expenses booking
- Approval process
- Management of cases requiring clarification and inquiries
- Master data management
- Multi-language and multi-format, physical, digital (PDF) e-in-



The Challenge

The standardization of processes, across business unit and geographic boundaries and increasing the efficiency of staff are two of the major challenges that our clients face. Additionally, the following are familiar challenges that our clients wish to address:

- Reduction of the manual processing for receipts and authorization
- Simplification of processes for complex order, goods receipt and authorization
- Reduction of the amount of time staff spends on managing the supplier base
- Task allocation and visibility over status of the tasks.
- The advantage of early payment discounts and to stop late payment interest

Payment management

- Control of payment runs
- Manual payments
- Urgent payments

Analysis of business data

- Advanced data analytics
- Performance reporting
- Internal control system (ICS)
- Month-end reporting– Account Reconciliations

Accounts payable management

- Payment reminders to suppliers
- Collection and correspondence with lawyers
- Attachment and tax assessment notices
- Balance confirmations
- Vendors with debit balances
- Month-end closing

The benefits

The benefits of our automated accounts payable solution enable our clients to reduce the direct and hidden costs in their accounts payable department.

SPS offers a full BPO service offering for accounts payable, taking responsibility for the end-to-end process, – from receipt of invoice right through to payment. We therefore supply the perfect combination of administration and intelligent automation with a view to optimizing the flow of operations and increasing quality and productivity. Our customers benefit from our expertise in many respects.



Quality

Improved by the high level of expertise in data entry, the low level of manual input and the various levels of quality control



Turnaround time

Reduced through the use of intelligent automation which enables the optimum combination of administration and technical automation with AI and RPA



Transparency

Increased through business data analytics with a view to facilitating adherence to compliance requirements



Flexibility

Guaranteed through customization of processes



Capacity Utilization

Maximized for the processing of increased transaction volumes and the conservation of internal resources



Service Delivery

Optimized by an ideal combination of onshore, nearshore and offshore locations

