



# Business Process Outsourcing

Creating bespoke solutions for growth-orientated businesses

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We recognise that senior management teams are under constant time pressures; however the accounting and finance needs of a business cannot be put on hold. We work with our domestic and multinational clients who represent a wide variety of industry sectors, in order to understand their business needs, before putting together a process and system to manage their accounting and payroll function - whether this is on a monthly, short term or long term basis. We also provide our clients with HR advisory services, along with supporting secondments, so that the stakeholders can focus on operating the business, whilst we take care of their internal process needs. ”

Atul Varma, Business Process Outsourcing Director

## Accounting

- Book-keeping accounting transactions, vendor payment processing amongst others
- Accounting system setup and ad-hoc accounting services
- Month and year end closing and reporting (trial balance, income statement, balance sheet etc.)
- Budgeting and customised management information system (MIS) reporting
- Revenue certification

## Payroll

- Payroll setup using Microsoft Dynamics AX Pay for GCC countries
- Generation of monthly payroll report, payslips, payroll journal, YTD reports
- Payroll bank file as per wage protection system (WPS) where applicable
- Payroll support services including employee benefits such as gratuity, annual leave, GOSI

With more than  
**1,000 people**  
working across outsourcing services worldwide, our teams deliver seamless and coordinated solutions globally.

## Secondment

- Temporary / long term secondment of staff across various levels: Finance, HR, Payroll roles
- Secondment of staff for migration to new accounting / payroll software
- Providing training on accounting software and microsoft excel
- Specialised roles to government and public sector organisations

## HR Services

- HR Advisory and best practice knowledge sharing, support with HRMS setup
- Preparation of offer /employment letter's as per company templates
- Maintaining and archival of employees personal records, letters, training records amongst other related elements
- Tracking employee annual leave, air ticket, passport and visa expiry

Accounting, payroll and HR services can often be time consuming and costly for businesses of all sizes, yet the function is imperative for business continuity and growth.

At Grant Thornton, our team offers a comprehensive outsourced solution which meets your business needs. Our team tailors its solution dependent on the size of your business and on your growth objectives. Our professionals offer a cost effective solution which is compliant with regulatory requirements.

Through our relationship based approach, we work with you to identify areas of improvement and efficiency, whilst driving business continuity, which results in the key stakeholders of the business being able to focus on what matters most to them.

*“Grant Thornton United Arab Emirates have been our partners since 2005, servicing our international customers with payroll services. We and our customers have been and are very satisfied with the flexibility and quality of services provided by Grant Thornton UAE.”*

Jeremy Levene  
Head of Marketing, Ceridian



**Atul Varma**  
Director  
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## Atul Varma is the Business Process Outsourcing Director

- Over 15 years of professional experience
- Diverse industry experience gained across various jurisdictions

Atul has over 14 years of professional experience and is well versed in company formation, outsourcing payroll, accounting and HR advisory services from various countries across the globe. He also has advanced experience in both direct and indirect taxation for the UAE and Oman region.

During his career he was involved in multi country payroll for his clients in Middle East region including the UAE, KSA, Kuwait, Oman, Egypt and Lebanon. Prior to joining Grant Thornton, he gained his experience working with outsourcing firms in the UAE and India.

Atul has diverse industry sector experience including trading, retail, financial services, IT, telecommunication and consulting.

*“Outsourcing may be a well-established business practice, but even in the more mature markets, selecting a provider is not easy. At Grant Thornton, we act as a trusted advisor to navigate challenges and further aid in optimisation.”*

**Audit . Advisory . Tax**  
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Dynamic organisations can achieve significant growth with the right support. You need advisers who deeply understand your business, industry and wider agenda for growth. Our capabilities, expertise and culture make us perfectly placed to fill that role. As a global organisation, with member firms in more than 130 countries, we have the scale to meet your changing needs, but with the insight and agility that helps you stay one step ahead. Our brand is recognised and respected the world over. We are one of the major global accounting and advisory organisations recognised by capital markets, regulators and international standard setting bodies worldwide. Within the United Arab Emirates our deep rooted history of over five decades has placed us at the forefront of supporting businesses to unlock their potential for growth. Whether it's growing shareholder value, improving operational efficiency or building investor confidence, we balance a desire to do what's best for you in the future with an instinctive sense of supporting you now.