

BUSINESS CASE

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| COMPANY | ALSTOM |
| MISSION | P2P Project : reduce the back log of supplier invoices |
| Duration / Date | <i>From January 2018 to May 2018</i> |
| Role | <i>Finance Project consultant</i> |
| Objectives | <i>Reduce the number of invoices awaiting approval</i> |
| Keywords | <i>DIP "Digital Invoice Processing" – Account payable - Invoicing process</i> |
| Mission Content | <ul style="list-style-type: none"> ▪ <i>Analyze the full Purchase –To-Pay flow</i> ▪ <i>Identify root-causes for open supplier invoices</i> ▪ <i>Challenge owner of the PO's to clear their workflow & approve their invoices</i> ▪ <i>Propose improvement in order to increase automated posting / approval / payment of invoices</i> |
| Specificities & Constraints | <ul style="list-style-type: none"> ▪ <i>Short deadlines</i> ▪ <i>Must learn quickly about the company and processes</i> ▪ <i>Lots of stake holders to identify and discuss with</i> |
| Main tasks | <ul style="list-style-type: none"> ▪ <i>Call and meet Dip Users and stake holders</i> ▪ <i>Document and describe the Business and financial processes and the workflow</i> ▪ <i>Propose solutions to solve issues</i> ▪ <i>Build and introduce an action plan</i> ▪ <i>Develop and introduce monthly KPI's</i> ▪ <i>Animate "daily 5 minutes" and weekly meetings</i> |
| Methodologies and tools | <i>SAP FI / MM Excel, Word, PowerPoint, Visio</i> |