

Financial Knowledge Process Outsourcing Services

We, at Stitel Outsourcing Limited (SOL), offer Knowledge Process Outsourcing (KPO) services to CPAs, Small & Medium sized Business Enterprises and undertake the outsourced bookkeeping and accounting activities. Our KPO team is trained to work on all major accounting software packages used worldwide for performing the bookkeeping activities. We use popular accounting applications for doing outsourced bookkeeping & accounting work or any other software application as per the need and choice of our clients.

We offer outsourcing of the following services as a package or on single service basis to bring the synergies of work activities up to the final accounts:

- ◆ Data Entry Operation
 - ◆ General Ledger Maintenance
 - ◆ Cash Management
 - ◆ Preparation of Financial Statements
 - ◆ Trial Balance Preparation
 - ◆ Fixed Asset and Depreciation Calculation
 - ◆ Financial Statements and Reporting
 - ◆ Preparation of Final Accounts
 - ◆ Bank Reconciliation Statement
 - ◆ Ledger Reconciliation
 - ◆ Data Conversion to and from different formats

We, at SOL, help the business enterprises with our qualified team of financial experts and provide services related to processing of the financial information of a business entity. The services include processing of information and financial data regarding accounts payable and receivable, bank reconciliation, tracking of receivables, inventory management and depreciation calculations.

Taxation Services

We provide all kinds of taxation related services including tax preparation and tax consulting. Our tax outsourcing services system and methodology consist of a well defined workings for CPAs, Tax Service Providers and Small & Medium sized Business Enterprises through handling their tax compliance workload and meeting taxation return filing obligations and deadlines.

We offer the tax return preparation services both for individual and corporation; and maintain high standards of security and confidentiality with the help of appropriate procedures in place to prevent any unauthorized release of confidential client information.

The Strength of Our KPO Team

Our Knowledge Process Outsourcing (KPO) professionals can work in close association with our clients and adept in the following areas to provide the good quality services at a reasonable cost:

- ◆ Analyzing data and information to produce meaningful documents
- ◆ Researching information from various sources
 - ◆ Converting raw technical data into presentable documents
 - ◆ Use of high levels of conceptualization and theoretical knowledge
 - ◆ Proficiency with various advanced software and hardware devices
 - ◆ Maintaining workflow, meeting deadlines, and applying quality controls

We believe that KPO will be the next big thing after BPO and we want to set our footprints in the KPO arena as well.