

# Outsourcing Services

External services that free up space for what is really important.



## **Globally networked, strong local roots and an instinct for growth**

Grant Thornton Switzerland/Liechtenstein is a renowned audit and consulting firm with a well-established tax department and extensive experience in outsourcing. With branches in Zurich, Schaan, Geneva and Buchs (SG), we have strong local roots and – on account of our being part of Grant Thornton’s international network – access to a global network. We help dynamic organisations to unlock their growth potential with a full range of consulting services. The scale of our operations as well as our concessions and licences make it possible for us to meet your demands in both a national and international context. At the same time, we are small

and agile enough to respond to our clients’ needs in a flexible way.

“An instinct for growth” is our performance promise to you. With this keen sense for change combined with practice-oriented expertise and a sound grasp of your particular business and the market, we are an ideal partner in risky and fast-moving times.

## **Free up space for your core competence**

The growth and success of your company largely depends on how much time and space you can give to your core competence. For instance, if it does not include finance and

accounting, payroll accounting or real estate management, it is advisable to outsource these areas and put them in the hands of a professional partner.

The outsourcing experts at Grant Thornton Switzerland/Liechtenstein perform administrative, organisational and accounting tasks as an external service provider on your behalf. Our services in the areas of finance and accounting, payroll accounting or real estate management are tailored exactly to your needs and allow you to save time and energy for what is really important. This is how we create the space you need to fully concentrate on your core competence.

# Our complete range of services in outsourcing:



## Finance and accounting

- Supporting the introduction/set-up of accounting
- Conducting financial accounting based on national and international accounting principles
- Conducting subledger accounting (accounts receivable, accounts payable and payroll accounting)
- Drawing up monthly, quarterly and/or year-end statements of account
- Drawing up the statutory annual financial statements including the notes
- Budgeting, financial and liquidity plans
- Secretarial tasks, invoicing and payment transactions
- Temporarily keeping external accounts
- Evaluating and launching accounting programs
- Drawing up consolidated financial statements
- Troubleshooting and assistance in accounting
- Drawing up VAT returns
- ABAWEB online accounting from Abacus including scan functions



## Payroll accounting

- Conducting payroll accounting and administration for national and international firms
- Employment contracts and rules governing expenses
- Concepts on performance-based compensation of employees
- Training and deputising staff in the areas of accounting and payroll
- Issuing social security statements and declarations, withholding tax statements and administration in connection with social security and authorities
- Issuing salary statements
- Payroll accounting of monthly wages, hourly wages, commission and bonus statements etc.
- Assistance in social security audits
- ABAWEB online accounting from Abacus including scan functions
- ESS Employee Self Service – Making pay slips and other documents available to employees digitally and independently of their location on PCs or mobile devices



## Real estate management

- Management of Swiss rental real estate
- Management of commonhold property located in Switzerland
- Marketing of real estate objects
- Sale and intermediation of Swiss properties

## Contacts



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