

# TASK REBELS

## Rethink Outsourcing

2024



### About Task Rebels

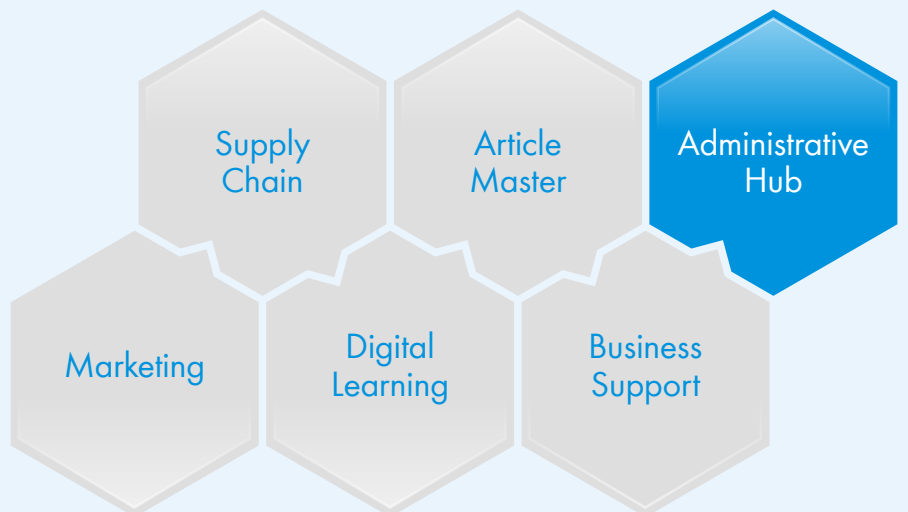
Being a reliable outsourcing service provider, Task Rebels executes non-core tasks for companies across the world. Our aim is to enable companies focus on their core operations, improve productivity, and save costs while executing non-core tasks for them.

We have a proven track record of effectively executing non-core operations for departments including Supply Chain, Article Master, Administrative Hub, and others. Equipped with a workforce of more than 400 employees, we have an extensive service portfolio and handle more than 800 processes.

### Advantages of Outsourcing Services to Task Rebels

- ✔ Save costs with economical workforce expenses
- ✔ Access to skilled, trained, and experienced professionals
- ✔ Strict adherence to international quality standards
- ✔ Ability to scale up the resources as per requirements

### Our Areas of Support



**Get extensive support for non-core tasks and accelerate your business operations.**

## ADMINISTRATIVE HUB

### ACCOUNTS PAYABLE



#### Invoice Verification & Posting of Invoices

Our invoice verification process involves cross-referencing key details such as dates, bank information, prices, purchase order numbers, and others. Following successful verification, we seamlessly upload the verified invoices into the ERP system.



#### Making Payments to Vendors & Handling Queries

Once vendor invoices are verified, we schedule the payment runs in an ERP system. As a payment processing outsourcing provider, we prioritize timely payments. If any payment-related issues arise, we promptly resolve them by working closely with vendors and purchasers.



#### Analyze Vendor Open Line Items

We carry out cross-referencing of vendor invoices with balance sheet figures to identify the overdue payments. We diligently track these overdue invoices and generate a comprehensive report, which we then share with customers in a master file.

### ACCOUNTS RECEIVABLE



#### Scheduling a Dunning Run

We take a proactive approach to ensure timely payment from customers with weekly dunning runs. We send email reminders in a professional manner and coordinate closely. Moreover, we send monthly account statements to customers.



#### Settling Customer Payments & Queries

Our dedicated team verifies the accuracy in payments by cross-referencing the received payments with amount mentioned in invoices. We also address payment-related queries by collaborating closely with buyers and customers.



#### Bank Reconciliation

We conduct a comprehensive comparison and analysis of bank statements with invoices in the ERP system. In case of any discrepancies, we thoroughly examine the missing payments and initiate a dunning run.

Along with these services, we provide a wide range of services to cater to your specific business requirements.

Please reach out to Akshay Mastakar, Business Development Manager at Task Rebels, to know more about our services.

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