

Accounting Department Increases Consistency with Standard Operating Procedures



Case Study:

Mary Sloan
Accounts Receivable Manager
Gray

Website:

gray.com

Industry:

Engineering, Design,
Construction, Smart
Manufacturing, & Equipment
Manufacturing Solutions

Employee Count:

1500+

About Gray

Gray is a family-owned, fully integrated global service provider specializing in engineering, design, construction, digital, equipment manufacturing, and real estate.

Challenges

Gray continues to experience rapid growth in the amount of new team members and the processes required to execute larger and more sophisticated projects.

The Accounting Department was no exception to this rapid growth. As a result, it was time to develop a more cohesive set of documents to better support current and new team members with executing processes consistently.

Having worked with ExecuTrain in the past, Gray approached ExecuTrain—seeking help with developing and documenting Standard Operating Procedures (SOPs).

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“Our experience in partnering with ExecuTrain was wonderful! The consultant was very professional and pleasant to work with. She got to know all our team members personally, including their individual documentation requirements, and delivered a product that completely met expectations.”

– Mary Sloan,
Accounts Receivable Manager

Solution

ExecuTrain’s expert consultant partnered with the Accounting Department and designed procedures, documentation, and a shared site that would allow all team members the ability to give their input on specific processes in real-time. Once processes were defined, the ExecuTrain consultant provided their expertise in accounting and project management to ensure all areas of the Accounting Department had their specific Standard Operating Procedures completed. Templates were created and approved to provide consistency.

The Gray Accounting Department now uses the recently cultivated Standard Operating Procedures daily.

Looking to the Future

The Standard Operating Procedures will be utilized in the future to provide Gray’s Accounting Department with more reliable process and procedural information. Additionally, the Standard Operating Procedures will allow Gray to better train and support their new team members as they continue to expand.