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Job Management Suite

For Professionals undertaking design and build projects who are under pressure to deliver on time and within budget, Causeway Job Management provides a visually intuitive way of controlling and reporting the costs associated with projects.

Unlike traditional accounting systems which incorporate job management tools, Causeway Job Management has been developed specifically for professionals and provides the detailed analysis of project performance that your company requires.

The challenge

We work in an increasingly competitive workplace. Now more than ever, it is important to be able to assess the cost of a project at any stage. Too often the information we use to make important decisions about the costing and resourcing of a project is either out of date or difficult to understand. Managers need access to up to date management information to ensure that profitability factors are protected.

The issues

If a project over runs, the combined effect of additional direct costs and overheads can cause final accounts to increase unnoticed if the progress of the project is not monitored against the initial plan of works. Traditionally, using manual data, efficiency problems and delays have been identified up to 6 weeks after the raw data has been collected and collated. This makes rectifying problems and getting jobs back on track almost impossible.

Historically, 'back office' accounting systems have developed to provide a tool for job management. These systems lack the functionality and flexibility which companies need. This in turn hinders progress and delays user acceptability.

This has left companies with no alternative other than for commercial and IT departments to develop complex spreadsheets, access databases and in-house systems to firstly capture timesheets and costs, and then to manage and report on the information gathered.

The solution

Causeway Job Management (CJM) puts the day to day management of projects back in the hands of managers, providing them with the information they need to ensure jobs run to schedule and businesses retain their profitability.



The added value of CJM is that it enables project planners to store and access historical data, enabling them to use real life project data for calculating the cost and timescale of a project, providing evidence that it can be delivered to specification.

Providing up to date project data that can be shared throughout the organisation means efficient projects, improved profit margins and increased competitive advantage, resulting in improved customer relationships.

Time sheets

Electronic timesheets are instantly added to each job stage so managers can see how their project is there and then, not how it was several weeks ago. The time sheet works locally like a spreadsheet. Overtime can also be entered into the system. A comprehensive approvals system and job pre-selection controls data input.

Expenses

Additional day to day costs can be entered into CJM both by individual users and the finance team. This eliminates the possibility of working with overall costs and profitability which can provide a distorted view due to expenses which may ordinarily be entered weekly or even monthly. This includes the calculation of mileage with user defined rules. All expense information can be viewed electronically online and exported to populate company standard forms as required.

Job profitability

CJM gives a graphical comparison of the fee planning, billing and costs. This data is used to calculate the value of work for each stage. Managers can review the whole job or a selection of the work stages. CJM automatically calculates the profitability and value of work in progress for the work stage, job, group and organisation.

Fee bidding and proposal writing

CJM supports and enhances your tender response process. Through the proactive management of resources and the use of historic data, speculative jobs can be costed quickly and accurately in response to client's requests improving tender turnaround times, improving hit rates and ultimately helping you to win more work.

Resource monitoring

Employees can be allocated to a job and appear on a graphical review of resource allocation compared with the job plan and the jobs in the group, taking into account live and speculative jobs.

Holiday and annual leave

CJM accounts for annual leave and Bank Holidays catering for individual holiday allowance and carry over policies. By providing a central view of holiday requests and commitments managers are able to make informed decisions granting approval through a paperless process. CJM captures and reports a full audit trail of requests, approvals and remaining balance ensuring effective resource management.

Work forecasting

By using a simple method of addressing speculative work the Work Forecasting graph can give a reliable forecast for the future so that companies know their needs for new staff, accommodation and IT systems. Managers can compare group workload with resources taking into account real and speculative work.

Billing schedules

A timescale for billing can be entered into the system. The billing schedule is incorporated into the reporting functions. This gives all of the information required to determine the value of the next invoice.

Invoice creation

Invoices and credit notes can be created and raised directly from the system. CJM also provides both Word and Excel templates to which data can be exported. Through providing a seamless interface with your existing accounting system, CJM eliminates inefficiencies within your business processes reducing errors which may be caused by the double handling and re-keying of data.

Reporting

The information stored in CJM can be manipulated for management reports by using the Causeway Business Intelligence tool. Causeway Business Intelligence enables users to quickly and simply write bespoke reports. The data is extracted from the CJM database and displayed within a familiar Excel spreadsheet environment. Powerful drill down functionality provides end users with access to detailed and auditable information. Reports can be published to an intranet where they can be viewed and analysed by management and where appropriate, staff.

To find out how Causeway
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