

Benefits of Outsourcing

What Is Outsourcing?

Outsourcing is any task, job or function that could be carried out by employees within your company, but is instead contracted to a third party for a period of time. The functions that are performed by the third party can be performed on-site or off-site, depending on the requirement of the tasks.

Many large companies now outsource jobs such as answering services, e-mail services, human resources and payroll. These jobs are handled by separate companies that specialise in each service.

The function that you outsource may not be your core competency, but you can find an outsourcing associate who is specialised in that particular business process.



Outsourcing can save your company time and money by:

- **Increasing Efficiency** - Outsourcing lets you free up time and focuses your employees where you need them most focused on, your core business.
- **Reducing Labour Costs** - Hiring and training staff for short term or long term projects can be very expensive and temporary employees don't always live up to your standards, often taking several weeks before they are productive.

Outsourcing can help accommodate peak workload periods, utilising the third party only when you need to; creating staff flexibility.

- **Save On Training Costs** - By outsourcing you obtain expert, skilled and specialised services provided, therefore you do not need to train new or current staff in the function. Additionally, outsourcing can help develop your internal staff as there are benefits and value that such professionals can bring to a company.
- **Infrastructure** - Is your business growing and now you need more specialised staff? Outsourcing removes the burden of changing or maintaining infrastructure as your business grows or reduces in size.
- **Office Space** - Running out of room for your employees? When you outsource and leverage on outside expertise you can often have them work off-site, therefore eliminating the need for finding extra in-house office space or providing tools such as desks, offices, computers, photocopiers, telephones, which reduces your overheads whilst increasing your efficiencies and output.