Square

DynPro

About Client:
Block, Inc., formerly Square, Inc., is an American financial services and digital payments company.

Location:
San Francisco, California, USA

Point of Contact:
Weiwei Xiao
Project Manager, RPA

RPA Platform Used:
UiPath

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01 Automation Opportunity

Accounting Period process was identified for automation wherein multiple teams across multiple locations were involved in monthly AP closures for approx. 20 Ledgers

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02 Challenges

Close process is initiated 5 days prior to month-end however the completion time is predominantly dependent on the performance of the financial system, and during some processes – system must be "shutdown" to prevent changes. Process is replicated by multiple teams across multiple ledgers. Company in acquisition mode with new ledgers regularly added.

03 Solution Implemented

- Intake Form created in Oracle Financials to capture process type, submitter, ledger, and business unit. Data flows into a Snowflake table.
- UiPath BOT appends requests to a Work Queue and automates three sub-processes:
1. **Soft Close:** Reconciles ledgers and generates variance reports to assess readiness for period close.
2. **Hard Close:** Finalizes period by updating ledgers, sweeping cash, opening new period, and running key reports.
3. **Post-Close Audit:** Automates generation of reconciliation reports (e.g., Invoice Aging, Supplier Balance Aging).

04 Benefit Realisation

- BOT ran on-demand (Attended mode) on a virtual machine.
- Reports were uploaded to a Google Shared Drive for AP Team review.
- Scalable design supports migration to Unattended mode with scheduling.
- Separate processes for Soft Close, Hard Close, and Post-Close Audit allowed users to run specific tasks as needed, optimizing system resource usage.