What makes Professional Service Organizations unique? First, most Professional Service Organizations are tracking their time spent on a Job, and Billing the client for that time. That means tracking internal cost and external prices. Second, their time is allocated to specific tasks. (Design Work, Site Inspection, Client Meetings, Report Preparation, Delivering Project Papers, etc.) The “Jobs” are custom/service jobs, not production type jobs. You are providing a “Service”, not building a “Product”. Don’t get trapped into using “Manufacturing” Software when you need a Costing Solution.

Revenue – Cost = Profit

Revenue comes from your Invoices, but your “Cost” can come from many sources: Employee Time, Special Purchases for the Job, and maybe even subcontractors that are brought in for special work.

What about: Copies, Mileage, Lodging, Meals, Airline, etc. You do track the cost and the price of all of these items?
The professional (or clerical) must enter his/her time to the Job and to the Task. The hours are extended by a cost rate and a billing rate. (User defined) So, think of yourself as a “Job” tracking business. Think in terms of “Activity Based Costing.”

The “Job Manager” is ideal for tracking cost at the “Activity” level. Below is a list of “Jobs” in planning, in quote stage, or firm order stage. Notice the Status column and the Starting Date column. Also, notice MJ-1000. That is a “Master Job” with 9 “Sub-Jobs” within the Project Job.

Job Profitability is your key to success. Having full insight into every aspect of your business including each and every job is the only way you will have the information to make the business decisions that will drive profitability. Job Manager for Microsoft-Dynamics NAV, provides your organization with real time reporting on costs before, during, and after a Job is complete. Job Manager is a classic “Activity Based Costing” tool. If your objective is to track and compare Estimated Cost to Actual Cost, at any point in the job cycle, Job Manager is your solution.

Together, Job Manager and Microsoft Dynamics NAV is a total solution that gives you “the best of both worlds”, namely, an industry specific solution that is built on the leading technology of Microsoft.

You will have confidence that from the time the Job is setup to the time the Job is closed you can access, in detail, every cost posting allocated to your Job.

With each job or project having a different set of specifications and requirements, the information on job profitability becomes the key element to generating consistent bottom line profits.

Revenue – Cost = Profit

This formula seems so simple, but “Cost” component is the most difficult to accumulate. Job Manager’s focus is to gather all the Job’s Cost and organize them in a manageable format.

Each Job will start with 6 Basic Cost Categories: Labor, Machine, Material, Outside Processing, Overhead, or Misc. (Use which codes you need.) As the screen below shows you will be able to compare your Estimated Costs to your Actual Costs and see both a Dollar Variance and a Graphical Percent Complete per Cost Category.
Read from top to bottom and see the Revenue to Cost information too. Revenue – Cost = Profit. Job Margin is also displayed.

Notice the Job is 74% Complete, but they have gone over budget on the Labor Cost Category. All fields are “Drill Down” fields that take you to the source entries.

Performance can be further broken down into user defined Phases and/or by Tasks. (not shown). (Design Work, Site Inspection, Client Meetings, Report Preparation, Delivering Project Papers, etc.) This extra cost control view is provided with a details that can assist with the scheduling process too.

The Job Manager uses Dynamics NAV’s Job Ledger to hold all the actual cost transactions. You will know exactly Who, What, When, and Where costs were posted to your Job.

The entire Job can be setup from the Order Entry Screen. See below.
You can also add new Jobs from the Customer Card, or directly on the Job Card.

The Job Manager is also a full Project Costing system. The Job Manager enables you to group multiple Jobs (Sub-Jobs) under a single Master Job. A Master Job is the Customer’s Project and the Sub-Jobs are the individual Cost Elements that need to be tracked in detail.
Within each Job we separate: Labor, Machine, Material, Outside Processing, Overhead, and Misc. Your next level of Cost Allocation is down to the individual activities (steps) (cost codes) of the Job. (Grinding, Design, Polishing, Installing, Painting, Welding, Printing...) You define the level of detail and sequence of the work. What are your codes? Here are some examples.
Features:
- Schedule and Re-Schedule as needed.
- Full Work in Process Accounting (WIP)
- Optionally you can purchase materials specific to this Job directly for the Job’s Budget window.
- Full “Estimating” is enabled.
- The Cost Codes hold the Job Schedule.
- Planning Jobs (Estimate Jobs) can have both Estimated Cost and Estimated Price. From this planning Job a Sales Quote is generated to be sent to the customer.
- Transaction Entries may be viewed individually, by Step No., by Job, by Phase Code, or by Task Code.
- Keep Job History for future reference.
- Copy a New Job’s Estimate from an existing Job’s Estimate.
- Job Cost is completely integrated with Sales and Marketing, Purchases, Inventory, Payroll, and General Ledger.

Benefits:
- Know where your costs are on every Job, every minute of the day.
- See Cost at the Job Level, Step Level, Phase, Task, or Transaction Level
- “Interfacing” with any other software is not required. Job Manager is built entirely within Dynamics NAV.
- Leverages Microsoft’s world renowned “Office” interface for easier training
- Incorporates Microsoft technologies providing for integration beyond just ERP
- Easy Access to all the details from the Summary. (Drill Downs)
- Job Manager provides an easy way to manage resources, and track the status of jobs by monitoring dates, activities, material requirements, and subcontractor activities within a single integrated system.

We also have software designed for: