

ABSTRACT

XYZ SMEs is a fashion small and medium-sized enterprises (SMEs), particularly knitting clothes with automated knitting machines that has lasted for more than 20 years. The increasing number of orders has made the owners of XYZ SMEs wish to further expand their business (later growth). The financial management of XYZ SME is still poor, does not orderly record, does not report, and incorporates personal money with company money. This study aims to improve the ability and quality of financial management at XYZ SMEs, so that it can meet the characteristics of the early growth stage. Business process improvements were carried out in the financial management of XYZ SMEs with three categories of process groups. Business process improvement uses the business process improvement (BPI) method. Furthermore, to obtain a gap analysis, a comparison is also carried out with benchmark SMEs that have met the criteria. Then streamlining with upgrading is done to get the proposed business process design. Improvements were made by upgrading financial records and designing a simple excel-based financial recording tool for XYZ SMEs.

Keywords: Business Process Improvement, SME, benchmarking, early growth.