

Mohit Basantani

E-mail: mohit.basantani1992@gmail.com Phone: +91-9649888845



Job Achievements

- Seamlessly Transitioned R2R GL Process successfully from shared service center Budapest.
- Automation of TNL Task with the help of digital team resulted benefiting 1 FTE. (Q1'20)
- Filed 6 lean projects for the process improvement and cost saving. (2014)
- Team Gold Award for best Quarter Performance (Q2'15).
- Awarded Various Genpact awards for the excellent performance.
- Received various client awards & appreciation on delivery and execution.

Experience

Assistant Manager

May 2013 – Ongoing

Jaipur, India

MetLife GOSC 05/2020-Till Date – Capital Real Estate – Leasing & Capital Project Management for Insurance Client

- Performed Reconciliation of Capital Projects for facilities management.
- Worked with project managers to close projects financially after physical completion.
- Performed reconciliation of Operating expense and rent expenses made by vendor.
- Preparation of Rent Schedules based on Lease Agreement
- Performed Recurring JE's to book levelized rent, amortization as per prepared schedules

Genpact 03/2019-05/2020 – R2R GL Travel & Living Lead for Global Manufacturing Client

- Seamlessly Transitioned R2R GL Process successfully from shared service center Budapest.
- Team Managed & Performed Reconciliation & closing for Travel & Living Business ledger.
- Follow-ups and closure of historical open items of EUR 40k.
- Tracking & Publishing close status of the activities during month end to onshore team.

Genpact 05/2017-02/2019 – Credit Underwriting for Landing and Leasing Client

- Performed Borrowing Base to calculate net availability of debtors.
- Performed Transaction analysis to reconcile customer transactions, Dilution, credit limited etc.
- Verify Financial Statement, Bank Statement, Credit Bureau reports to check borrower credit worthless.

Genpact 05/2013-04/2017 – R2R Reconciliations Closing & Reporting for Global Manufacturing client

- Performed Reconciliations of other receivables, other liabilities, Accounts payable and Securitization.
- Closing – Suspense Balance Cleanup, Cash opens items, Intercompany settlement MJES, Preparing Cash Maps, Portfolio (019,021,111,113,114) lifecycle analysis and correction MJES.
- Government Reporting – BE – 577, BE -10, BE -11, SLT, SHCA, SHLA, Vert
- Closing – suspense Balance clean up, cash open items, off color balance clean up

Erp/ workflow Knowledge

- Oracle discoverer/Oracle application
- SAP
- Web cash,
- Venture Complete Business objects
- ARM – Account Reconciliation Tool

Education & Certification

Bachelor of Commerce

Rajasthan University

March 2012

Jaipur, India

Higher Secondary

Rajasthan Board

March 2009

Jaipur, India

Secondary

Rajasthan Board

March 2007

Jaipur, India

Skills

MS Office

People Management

Customer Centric

Analytical skills

Quick Learner

Disciplined

Projects & Program Management

- Sale Project – Sales accounting of 367\$ MM of cost method, equity method and FAS 115 Deal
- Functional Currency change project
- LE dissolution project

Languages

English- Proficient

Hindi- Native

Date -

Signature -