

**NAHADA PARVEEN**

Abu Dhabi, UAE

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☎: +971 503096797

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## **Chartered Accountant**

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### **PROFILE**

- Motivated and hardworking Chartered Accountant having about **4+ years** of experience in **Accounting, Auditing and Taxation**.
- Possess profound command in **preparation and finalization of accounts, financial planning and statutory advice**.
- Offers extensive **analytical knowledge** and **technical expertise**, with **good communication skills**, to achieve goals efficiently, and provide maximum client satisfaction.

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### **PROFESSIONAL EXPERIENCE**

#### **Audit Assistant – T Sreejith, Chartered Accountant**

Mar 2018-Mar 2021

Kerala, India

- Performed Accounting and Audit functions including vouching, preparation of financial statements for various entities such as Proprietorship, Partnership firms, Companies etc.
- Provided sound advice on accounting transactions including tax adjustments and year-end adjustments.
- Carried out income tax computation and return filing for various corporate and non-corporate entities.
- Guided Clients on TDS and TCS related issues.

#### **Audit Senior – T Sreejith, Chartered Accountant**

Apr2021-Feb2023

Kerala, India

- Handled statutory audits under Companies Act, Income Tax Act, and VAT/GST Act.
- Assisted in statutory audit of various listed Companies & Banks.
- Drafted solid tax audit reports with necessary supported annexures.
- Prepared project reports for loan syndications.
- Carried out GST registration and VAT/GST return filing for clients.

#### **Chegg India - Freelance Q&A expert**

Mar 2021-present

- Delivered solutions on various financial subjects and assignments.
- Resolved queries and problems using effective communication and providing step by step solutions.

**Taxation – Freelance**

Mar 2021-present

- Carried out income tax computation and return filing for various salaried individuals.
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**EDUCATIONAL QUALIFICATION****Institute of Chartered Accountants of India (ICAI)**

- **CPT** : 107/200 JUNE 2014
- **IPCC** : 429/700 NOV 2017
- **CA FINAL**
  - Group 1 : 204/400 DEC 2021
  - Group 2 : 204/400 MAY 2023

**B Com (Co-operation)**

- Sir Syed College Taliparamba, Kannur University; CGPA : **83.17%** 2014-2017

**Class XII**

- Ursuline Senior Secondary School Kannur, AISSCE CBSE : **96.8%** 2013-2014

**Class X**

- Ursuline Senior Secondary School Kannur, AISSE CBSE : **9.6/10** 2011-2012
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**CORE COMPETENCE**

- IFRS/IND AS
- Statutory compliance and Taxation
- Finance & Accounts Management

**SOFTWARE SKILLS**

- Tally ERP
- Microsoft Office Suite: Excel, PowerPoint, Word.
- Basic Java, SQL

**PERSONAL SKILLS**

- Communication (Oral and written)
  - Problem solving
  - Quick learning and adaptability
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**PERSONAL DETAILS**

Name : Nahada Parveen

Place : Abu Dhabi, UAE

Date of birth : 18/05/1996

Marital Status : Married

Nationality : Indian

Contact : +971503096797

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