



Sanjiv Kunwar
Chartered Accountant,
B.Com

CONTACT

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- BurJuman, Dubai, UAE
- Sanjiv Kunwar

AWARDS

- School Level Chess Champion**
Morning Star School / 2012 / Nepal
- 3rd Rank, SLC**
Morning Star School / 2013 / Nepal

SKILLS

- Proficient in MS excel, MS word & Power Point
- Working knowledge on software like **Tally ERP 9, TCS ION** and banking software like **Pumori, Finacle**
- Strong communication, presentation and interpersonal communication skills
- IFRS/ IAS/ ISA**

LANGUAGE

- English
- Nepali
- Hindi

SUMMARY

Looking to work in a dynamic environment that provides me with a wide spectrum of the experience and exposure & to bring a dynamic and versatile portfolio of skills at work place and to serve the organization with a positive attitude and efficiency.

EDUCATION

COURSE	YEAR	INSTITUTION	MARKS (%)
CA	Nov 2023	The Institute of Chartered Accountant of India	56%
B. Com	Dec 2022	The Indira Gandhi National Open University	62%
Class XII	Mar 2015	Liverpool International College	74%
Class X	Mar 2013	Morning Star Boarding School	88%

WORK EXPERIENCE

Senior Auditor

P & B Associates, Kathmandu, Nepal (Dec 2023 - Mar 2024)

Bank Audit:

- Led the **Internal audit** of more than dozen branches of **Banks & Finance Companies** in different parts of Nepal as a Team Leader.
- Handled departmental audit of the bank.

Valuation & Projection:

- Prepared **valuation & projection reports** of the private companies for Investment proposal & credit facilitation.

Article Assistant

Alok Mittal & Associates, Delhi, India (Sept 2019 - Sept, 2022)

Statutory Audit:

- Executed **Statutory Audits** of **private, listed companies, trusts & one of the largest Universities** groups of India including its constituent in UAE likes of **Amity University Dubai & Amity International School Abu Dhabi** along with preparation of the **Financial Statement & Consolidated Financial Statements**.
- Prepare a **reconciliation statement of GSTR-3B and 26 AS** with books of account.

International Taxation

- Provided **consultancy** regarding **Double Taxation Avoidance Agreement** with various countries along with the preparation of 15CA & 15 CB form.

Direct Taxation:

- Prepared **Tax audit reports** including computation of the **taxable income, tax liability and filing of the tax returns**.
- Responsible for** adherence of **Advance Tax** liabilities - their calculations and payments.

Goods & Service Tax:

- Prepared and filed the **GST** monthly and quarterly **return** of various clients.

Other Areas:

- Preparation of **Books of Accounts & Financial Statements** as per AS & Schedule III including **Cashflows** of corporate entities.
- Build and maintain strong professional and **personal relationships with clients**.
- Conducted **substantive testing** of financial transaction to ensure compliance with **accounting standards and Internal Controls**