

# ALTHAF US

CHARTERED ACCOUNTANT

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[linkedin.com](https://www.linkedin.com) | Visit Visa | Valid till Dec-2024



## Summary

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Result-oriented professional. Worked in the Financial Reporting, Direct Taxation, Indirect Taxation (GST), and Auditing & Assurance division for 3 years, bolstered by a prestigious academic background, clearing all levels of Chartered Accountancy in the first attempt. Seeking to apply the comprehensive knowledge and skills acquired to contribute effectively to the organization I cater to.

## Experience

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**G.V Sukumar and associates | Articled Assistant**  
(Reputed firm with over 25 years of experience and 300+ clientele)

2021-2024

### Audit

- Conducted **statutory audits** of Nidhi companies, rigorously enforcing adherence to prudential norms for income recognition, asset classification, and net owned fund requirements.
- Executed **statutory audit reports** in compliance with SA 700 and handled CARO reporting.
- Led a team of 3 in conducting a comprehensive **tax audit** for a large-scale partnership firm involved in selling and distribution of paints and coatings with a turnover exceeding INR 20 crore. Key responsibilities included overseeing vouching and verification, ledger scrutiny, debtor/creditor confirmations, performing analytical procedures, finalization of accounts, and preparation of reports.
- Performed **fixed asset acquisition** and **disposal reviews**, reviewed depreciation and amortization schedules, and verified physical assets to ensure compliance with accounting standards.
- Headed comprehensive **inventory audits** and presented actionable insights to senior management, leading to a significant reduction in inventory write-offs by up to 10%.
- Thoroughly **audited payroll processes** of an entity with a workforce exceeding 100 to ensure strict compliance with regulations and industry best practices.
- Identified areas requiring improvement in client's business processes through effective **risk management**, leading to actionable recommendations.
- Demonstrated **adaptability** by successfully managing client engagements under tight deadlines and demanding conditions.

### Taxation

- Computed **income tax returns** for a client base of 200+ individuals and partnership firms with total income over INR 50 lakh.
- Filed accurate **TDS returns** for a retail pharmacy chain ensuring strict adherence to tax regulations and deadlines.
- Provided **tax advisory services** to optimize tax liabilities and developed tailored financial plans, resulting in significant tax savings for clients by up to 30%.
- Generated over 60 **GST monthly returns** and **GST annual returns** for government contractors and various retail establishments.

- Rendered expert **GST consulting services**, resulting in up to INR 10 lakhs in savings on output tax liability through optimized input tax credit utilization.

## Accounting

- Managed **general ledgers** for organizations with a revenue over INR 10 crore.
- Identified discrepancies in bank transactions through detailed **bank reconciliations**, implementing corrective actions to resolve issues promptly.
- Collaborated with the accounting team to facilitate **year-end account** closing, ensuring accuracy and compliance in financial reporting.
- Developed comprehensive **projected financial statements** to support business planning and secure funding from financial institutions.
- Prepared accurate and compliant **financial statements** and books of accounts for corporate entities in accordance with accounting standards and Schedule III.
- Developed comprehensive **sales forecast reports** by analyzing historical sales data, trends, and market conditions.

## Education

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**Chartered Accountancy | Institute of Chartered Accountants of India  
(Qualified in first attempt)**

**2019 – 2024**

Final | 60.67% | Exemption in 2 subjects

Intermediate | 71.5% | Exemption in 6 subjects

Foundation | 70.75% | Passed with distinction

## Skills & proficiency

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|-----------------|-----------------------|-------------------------|
| • MS Excel      | • Critical thinking   | • Relationship building |
| • MS Word       | • Analytical Skills   | • Taxation              |
| • MS PowerPoint | • Attention to Detail | • Financial Reporting   |
| • Tally         | • Adaptability        | • Teamwork              |

## Certification

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### Internal Audit Masterclass by CA Monk | 30hrs

- Gained familiarity with key organizational processes, such as **Procure-to-Pay (P2P)**, **Hire-to-Retire (H2R)**, and **Order-to-Cash (O2C)**.
- Developed a **risk control matrix** for business processes, identifying potential control weaknesses and proposing corresponding mitigation strategies for management.

## Achievements

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- Recognized as the **'Best Presenter'** at the MCS event organized by ICAI in 2023, distinguishing myself among 50 fellow students with outstanding communication and presentation abilities.