



BIDHYA BABU

Phone no:- +971 509652439

E mail:- bidhyababu1999@gmail.com

[LinkedIn](#)

Star Building, Al karama, Dubai

EDUCATION

COURSE	YEAR	INSTITUTION	MARKS
CA Intermediate Grp 1	2023	ICAI	51%
B.COM.	2020	Mahatma Gandhi University	84%
Class XII	2016	St.Ignatius H.S.S Kanjiramattom	86%
Class X	2015	S.N.D.P.H.S.S Udayamperoor	92%

WORK EXPERIENCE

Article Assistant - JSST & CO.LLP

Jan'21 - Jan '24

Taxation

- **Prepared, Reviewed and filed** Tax Audit Reports of Individuals, firms, companies in Form 3CA-3CD & 3CB-3CD.
- **Assembled, Analyzed and filed** approximately 50+ **GST Returns** alongside the annual return and audit (GSTR 9 & 9 C) for a diverse range of taxpayers.
- **Single-handedly** performed the **tax audit** of individuals with total income running up to figures in crores.
- Ensured TDS and TCS compliance of various entities and advised on the same.
- Single-handedly prepared and filed **Income Tax Returns** for a diverse client base including individuals, companies and partnerships.
- Drafted various replies to show cause notices issued under the Income Tax Act.

Audit & Assurance

- **Executed Statutory Audit, Internal Audit and Tax Audits** including walk through, analysis of financial statements and other perspectives of clients for **diverse sectors** such as the Advertising and Marketing, Construction, Finance, Banking, Hotels, catering and tourism, Mining, etc... having turnover ranging from 5 lakhs to 50 crores.
- **Established** alternative audit, accounting and internal control procedures and **recommended** process improvement to aid clients in addressing deficiencies.
- **Scrutinized** ledgers, **reconciled** debtor and creditor balances and **vouched** income & expenditures.
- Checked **TDS, Accounting Standards (AS), Schedule III, CARO 2020** and **RBI** compliances.
- Performed **analytical review** of financial statements and ensured compliance with applicable regulatory standards including **Schedule III**.
- Played an integral role in the Statutory Branch Audit of **Sate Bank of India**, actively collecting and analyzing a comprehensive range of audit evidence pertinent to the areas under review.

Miscellaneous

- **Developed tailored projected financial statements** to meet the credit needs of the clients.
- Performed work relating to **certificates** issued to various Authorities, Banks, etc., on behalf of Internal and Statutory Audit clients.
- Performed work relating to business facilitation like **registrations, filing of forms, etc.**, under various laws.
- Prepared Books of Accounts & Financial Statements as per AS & Schedule III including cash flow statements of corporate entities having **turnover ranging from Rs.10 Lakhs to Rs. 20 Crore**.
- **Ensured that depreciation** was calculated as per Schedule II of Companies Act 2013.

LEADERSHIP, TECHNICAL SKILLS, SPECIALIZATION & LANGUAGE

Leadership & Specialization	<ul style="list-style-type: none"> • Trained and supervised junior articles during 3rd year of article ship. • Good work management and coordination skills. • Strong analytical, logical reasoning, Interpersonnel skill and Decision making skills. • A quick learner with good compliance knowledge.
Technical Skill, Certification & language	<ul style="list-style-type: none"> • Proficient in MS office suite, Tally ERP9, Tally prime and forensic Audit. • Fluent in speaking English and Malayalam. • Experience with various readymade software's such as Genius, IDEA, Quick books, and Tally etc.