

ACADEMIC QUALIFICATIONS

Year	Degree/Examination	Board/Institute	%/CGPA
2023(May)	CA Final (Group-2)	The Institute of Chartered Accountants of India	228/400(57%)
2022 (May)	CA Final(Group-1)		204/400 (51%)
2018(November)	CA Intermediate		390/700 (55.25%)
2016(December)	CA – CPT		126/200 (63%)
2016 – 2019	B.COM (Hons.)	School of open learning(Delhi University)	58.05%
2016	CBSE(XII Standard)	Govt. Boys Sr. Sec. School	92%
2014	CBSE(X Standard)		7.4 CGPA

WORK EXPERIENCE

- **Ajay Jain & Hemant Co. | Gurgaon | Intern | Audit & Assurance And Direct Taxation (January 2019 to December 2019)**
- **Sandeep Agarwal and Associate | New Delhi | Intern | Audit & Assurance And Indirect Taxation (December 2019 to April 2022)**
- **Sumit Aggarwal and Associate | New Delhi | Senior Auditor | Audit & Assurance (May 2022 to April 2023)**

Entities audited	Role
Auto Component and Suman Auto Parts Limited (Subs. Of Minda Industries) Uttarakhand and Gurgaon Manufacturing Company Framework : Indian Accounting Standard (Statutory Audit and Tax Audit)	(Areas audited: Revenue & receivables, purchase & payables, production & inventory, property plant & equipment, payroll, other expense, Borrowings, Treasury – cash & investment) <ul style="list-style-type: none"> • Collected financial data, analyzed the trend using excel tools and performed variance analysis. • Prepared Audit report, CARO 2016 report and report on audit of internal financial control. • Evaluate effectiveness of Internal Controls. • Working capital Management, vendor selection ageing of debtor/creditor. • Performed Tax audit and Ensured timely completion of tax audit. • Prepared and filed income tax returns, TDS returns, TCS returns and forms 15CA/15CB. • Prepared computation of income, calculated advance tax liability, tax liability under normal provisions/MAT provisions. • Drafted and filed appeals (form 35/form 36)/responses before the Commissioner of Income Tax (Appeals) and Income Tax Appellate Tribunal (ITAT).
GJS Component Manufacturing Limited (Subs. Of Minda Industries) Gurgaon Manesar (Manufacturing Company) Framework: Indian Accounting Standard (Statutory Audit and GST Audit)	(Areas audited: Purchase & payables, production & inventory, property plant & equipment, payroll, Treasury – cash & investment, <ul style="list-style-type: none"> • Performed variance & JV Analysis i.e. Identified & Evaluated Non-Standard Journal entries. • Verified the presentation and disclosures of financials as per accounting standard. • Reviewed contingency and other contingent liability. • Collected financial data, analyzed the trend using excel tools and performed variance analysis. • Prepared Audit report, CARO 2016 report and report on audit of internal financial control. • Evaluate effectiveness of Internal Controls. • Performed going concern assessment and analyzed the key financial ratios. • Verified the valuation of financial instruments and property, plant & equipment. • GST Reconciliation, calculation of ITC available, blocked and reversal as per sec-17 compliance with CGST Act 2017. • Prepare GST returns and Annual Return data and filed.
Tata Starbucks New Delhi Coffeehouse company Framework : Indian GAAP (Stock Audit And Process Audit)	(Areas audited: evaluates whether a process and its resources are being managed effectively) <ul style="list-style-type: none"> • Checking of Daily Record Book. • Stock Verification as per last count. • Identification of Slow-moving stock, deadstock, obsolete stock and scrap. • Stock count on sampling basis. • Preparation and compilation of final Stock Audit Report. • Checking the Store Evacuation process whether properly followed or not. • Preparation of Global Safety & Security Service report.
Indian Overseas Bank New Delhi Vasant Vihar Banking Company listed Banking Company (Concurrent Audit)	(Areas audited: Deposits, Balance with other, Sundry Creditors, Cash, Loans and Advances) <ul style="list-style-type: none"> • Verify Account opening forms for compliance with KYC/AML guideline. • Verify the process of recording/ capturing the details from Account Opening Form to CBS Account Master including signature scan. • Verify that inoperative/ dormant accounts are properly segregated and marked in CBS and separate control on the transactions in such accounts is exercised. • Cash in hand as per physical verification should match with the General Ledger Balance. Report discrepancies. • Verify cash deposit exceeding Rs. 50,000/- without PAN No. and report. • Verify Loans and advances have been sanctioned properly and in accordance with delegated authority. • Verify KYC Compliance for all borrower accounts.

Key team member for execution of various phases of the audit process including planning, risk assessment, control testing, substantive testing and analytical procedures for clients engaged in sectors such as logistics, background screening, investment advisory etc.

TECHNICAL SKILLS

- Completed Advanced (ICITSS) - MCS Course and Advanced Information Technology Course.
- Completed (ICITSS) - Orientation Course and Information Technology Training Course.
- Working Knowledge of MS-office (Ms-Word, **Ms-Excel (Advance excel with VBA and Macros)**, Ms-PowerPoint) & Internet.
- Working Knowledge of **Tally** and Basic knowledge of **BUSY and SAP.**

PERSONAL DETAILS

- DOB: September 16, 1998
- Permanent Address: E-56 Qutub Vihar Phase-2 Goyla Dairy New Delhi-110071
- Language known : English & Hindi