



VISHNU SATHEESH

CHARTERED ACCOUNTANT



Al Ghubaiba, Dubai, UAE



+971 50 143 6875



vishnusatheesh2012@gmail.com



linkedin.com/in/vishnu

EDUCATION

- Chartered Accountant:
The Institute of Chartered Accountants of India
(2024)
- Master of Commerce:
Indira Gandhi National Open University, India
(2021)
- Bachelor of Commerce:
Finance and Taxation
(University First Rank)
Mahatma Gandhi University, India
(2019)



PROFILE

A competent and passionate Chartered Accountant with an analytical mind and impeccable work ethic, having 3 years of experience in financial statement preparation, accounting, auditing, tax-related works and preparation of reconciliation statements. A team player skilled in building positive relationships, identifying and resolving technical issues.



CORE AREAS

- Statutory Audit
- Corporate Audit and Taxation
- GST Return Filing
- Preparation and Finalisation of Accounts
- Account Reconciliation
- MS Office
- Bank Reconciliation
- General Ledger Accounting
- Budgeting
- Financial Reporting



WORK EXPERIENCE



V V Thomas and Co. Chartered Accountants, Kerala, India - Articled Assistant (2020-2023)

- Independently handled **30+ tax audits and statutory audits** of entities across various sectors such as trading, manufacturing, hospitality and construction ensuring compliance with **auditing standards**.
- Performed **ledger scrutiny** of profit and loss and balance sheet items suspected of containing irregularities which have a material effect on financial statement and proposed necessary audit adjustments as required.
- Preparation and finalisation of books of accounts and financial statements of corporate entities, sole proprietorships, and partnerships**, ensuring compliance with relevant **financial reporting frameworks**.
- Prepared and filed **tax audit report** of entities with turnover up to Rs.35 crores.
- Assisted as a team member in **statutory bank audits** of prime banks including State Bank of India by thoroughly verifying cash, ATM cash and loan documentations.
- Framed **replies on assessment proceedings** and assisted in the formulation and review of responses to inquiries and concerns raised by the government authorities.
- Filed monthly, quarterly and annual **indirect tax returns** of clients across multiple sectors.
- Advised clients** on incorporating tax planning schemes under direct and indirect tax laws.
- Guided clients on adhering to relevant **indirect tax law compliances** and provided assistance for synchronization of indirect tax returns and books of accounts.
- Analysed, prepared and filed 200+ **direct tax returns** for diverse clients, **optimizing tax deductions** and ensuring **compliance with direct tax laws**.

SKILLS

Soft Skills:

- Team Player
- Analytical and Problem-Solving Skills
- Continuous Learning
- Leadership Skills
- Quick Learner
- Presentation Skills
- Time Management
- Adaptability and Flexibility

Technical Skills:

- Tally Prime and Tally ERP 9
- Genius – Tax Computing Software
- MS Office Suite.

Personal Details

- Passport No:
C0449475
- Entry Permit No:
201/2024/11400760803
- UID No:
245899846
- Nationality:
Indian
- Date of Birth:
10/06/1997

LANGUAGES

- English
- Hindi
- Malayalam

- Prepared **financial forecasting tools** including **projections and budgets** as a part of cost control.
- Revamped the standard operating procedure for a client resulting in enhanced control over revenue recognition.
- Synchronised audit activities of various clients within time constraints and **trained and mentored junior staffs**.
- **Collaborated with clients** to understand their business needs and provide customized solutions.
- Acted as a **primary point of contact** for all client service issues.
- Provided monthly **training for accounting staff** of various clients to enhance work efficiency and effectiveness.
- Performed **payroll processing**, staff settlements such as leave encashment, overtime adjustments, bonus on the basis of employment and supporting documents.
- Attended as the **representative of our firm** in the doubt and dispute solving section arranged by the client.



KEY ACHIEVEMENTS

- Won the **Brilliant Performance Award** in National Accounting Talent Search conducted by Indian Accounting Association.
- **Organised the South Indian Commerce Fest** at the college level, involving participation from over 200+ colleges.
- **Secured First Rank in Mahatma Gandhi University B. Com Finance and Taxation exam.**
- **Exemption in 4 out of 6 subjects in CA Final exams.**
- **Leadership:** Been the **head of article assistants** during articleship and was **responsible for** allotment, verification, and timely filing of works.
- Won First prize in Essay writing competition at school level.
- Topper of the class in XII and won proficiency award in various standards.
- Received Student Tutor Award in college.
- **Freelanced** as tax return preparer, financial and tax planner for various individuals.



CERTIFICATION COURSES

- Attended the Four Week **Residential Programme on Professional Skill Development organised by ICAI- BOS** at Centre of Excellence of ICAI Jaipur.
- Attended **GIR Workshop** organised by team CA Monk.
- Attended **Statutory Audit masterclass** organised by team CA Monk.
- Completed **100 hours** of “Information Technology Training (ITT)” course conducted by ICAI.
- Completed **90 hours** of “Management & Communication Skills-I (MCS-I)” course conducted by ICAI.