

# FATHIMATH SHAHANA

## CHARTERED ACCOUNTANT

### CONTACT ME AT

+971564218103

cashahanavk@gmail.com

Sharjah, UAE

<http://linkedin.com/in/ca-fathimath-shahana-vk-718329171>

Visa Status - Spouse Visa

### OTHER CAREER CERTIFICATIONS

- Advanced Information Technology Training (ITT),
- General Management and Communication Skills (GMCS 2)
- General Management and Communication Skills (GMCS 1)
- Information Technology Training (ITT) and Orientation Program

### TECHNICAL SKILLS

Microsoft Office Suite

- MS Excel
- MS Word
- Outlook
- Powerpoint

Tally ERP.9

### EXECUTIVE SUMMARY

A Chartered Accountant(CA India) seeking a dynamic and challenging career with an organization of repute, which gives value addition to the organization as well as offers an opportunity to enhance my professional skills while getting a high level of satisfaction and recognition.

### WORK EXPERIENCE

#### ARTICLESHIP - AUDIT ASSISTANT

BARI & ASSOCIATES, Calicut, India, a Senior leading Chartered Accountant in Calicut | 2017-20

- Conduct day-to-day project coordination, planning, and implementation across multiple teams
- Create functional and technical application documents

#### Skill & Expertise

- Statutory Audits under Companies Act, 2013 and Tax Audits u/s 44 AB of the Income Tax Act 1961 of various Companies, Partnership Firms, Charitable Organizations and Trusts.
- Monthly Financial Statement preparation.
- Companies Act compliances like filing annual returns & other forms, registration, etc.
- Filing Income Tax returns of individuals, clubs & other associations, firms and companies.
- Preparation of reconciliation statements.
- Preparation and maintenance of books of accounts and Transaction Archiving.
- Preparation of Trial Balance, Profit & Loss Account, Balance Sheet, Analysis and Interpretation of these figures with the help of ratio analysis.
- Audit under VAT Rules.
- Actively Involved in finalization of financials of Companies, Societies, Trusts, Partnership Firms and proprietary concerns.

## OTHER SKILLS

- Quick Learner
- Financial statements preparation
- Taxation (Direct and Indirect taxes)
- Mathematical aptitude
- Analytical and Organize

## LANGUAGES KNOWN

- English
- Hindi
- Malayalam

## QUALIFICATIONS

### CA

- CA Final - Group II - 2022
- CA Final - Group I - 2021
- CA Intermediate - Group II - 2017
- CA Intermediate - Group I - 2016
- CA Foundation (CPT) - 2015

### Bachelor of Commerce

The Indira Gandhi National Open University (IGNOU), 2020

- Graduated with a Bachelor's Degree in Accounting & Finance.

### Secondary & Higher Secondary

Board of Secondary & Higher Secondary Examination of Kerala

- Higher Secondary, Batch 2015
- 10th, Batch 2013

## PERSONAL DETAILS

Address : Rolla, Sharjah, United Arab Emirates.

Date of Birth : 13th Dec 1996

Nationality : Indian

Marital Status : Married