



Keval Hirpara

Chartered Accountant

Location: Dubai, UAE
Visit Visa: Valid till 20th Nov'23
Age: 22 Years

Mobile: +971 559675370
Email: cakevalhirpara@gmail.com
LinkedIn: [Keval Hirpara](#)

EDUCATION

| Qualification | Institution | Year |
|----------------------|---|----------|
| Chartered Accountant | Institute of Chartered Accountants of India | Nov 2022 |
| Bachelor of Commerce | Indira Gandhi National Open University | Dec 2021 |

WORK EXPERIENCE

Audit Associate

V C Dhola & Co., Surat

Jan 2023 to Aug 2023

Auditing

- Performed **Statutory Audit** of various companies, ensuring compliance with the applicable **Ind AS**.
- Performed **Audit procedures** such as Vouching, Verification, Bank/Payables/Receivables **Reconciliations and confirmations** including **Ledger scrutiny**, Physical verification, **Variance analysis** and various other test of controls & details.
- Proficiently managed and conducted **Tax audits** for a diverse range of entities, including **companies, partnership firms, and individuals**.

Taxation

- Guided clients on tax planning strategies** to optimize financial efficiency and minimize tax liabilities.
- Provided valuable **guidance to clients** on a wide range of **GST related matters**, including **input tax credit availability, GST refund processes** and product taxability assessments.

Miscellaneous

- Preparation of financial statements as per AS**, ensuring compliance with regulatory requirements and accurate financial reporting.
- Representation** on various matters **before GST authorities**.
- Mentored & supervised 5+ junior** colleague in the **audit and taxation assignment** handled by me as a senior.

Article Assistant

V C Sand & Associates, Surat.

Sep 2019 to Sep 2022

Auditing

- Engaged in **Statutory audit of companies** having **turnover between INR 100 MN to 700 MN**.
- Participated in the **internal audit** processes of various private limited **companies**.
- Conducted **30+ tax audits** for a diverse portfolio of **companies, partnership firms and proprietorship** across multiple sectors.
- Prepared and finalized tax audit reports** of various proprietary firm, partnership firm and Companies.
- Conducted in-depth **GST audits** across multiple entities, upholding tax law adherence and precise financial reporting.

Taxation

- Preparation, finalization and timely filing of monthly and quarterly GST returns** for entities spanning diverse industry sectors.
- Independently Prepared and filed 150 plus income tax returns** of individuals, HUFs and partnership firms.

Miscellaneous

- Preparation, maintenance and finalization of books of accounts** of various entities as per various statutes.
- Provided comprehensive insights into bank policies and procedures**, empowering clients to make informed decisions regarding the **bank's credit products**.
- Preparation of **CMA Reports** of entities having turnover between **INR 50 MN to 1000 MN**.

TECHNICAL AND SOFT SKILLS

- Accustomed to **MS-Excel, Word, Power-Point, Tally prime, Genius** etc.
- Having **in-depth knowledge of IFRS**, complemented by a **strong foundation in UAE VAT and Corporate Tax fundamentals**.
- **Team player** with sound **leadership skills**.
- Good **analytical skill** in analyzing financial statements.
- **Personal drive** and **positive attitude** to deliver results within tight **deadlines** in demanding situations.

CERTIFICATES

- **IELTS**, IDP Education, Overall band **score 8.0 / 9.0**

PERSONAL DETAILS

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| Languages | English Hindi Gujarati |
| Hobbies/ Interests | Gym Reading Travelling Artificial Intelligence |