

**EDUCATION****Chartered Accountant, 2022**

Institute of Chartered Accountants of India

**Indira Gandhi National Open University**

Master of Commerce

**Sri Sathya Sai Institute of Higher Learning**

Bachelor of Commerce (Honors – 4.29/5.0 GPA)

**Chandigarh, India**

December 2022

**New Delhi, India**

June 2018

**Andhra Pradesh, India**

June 2013

**PROFESSIONAL EXPERIENCE****Escalon Private India Limited***Associate – Corporate Advisory***Chandigarh, India**

January 2022 – December 2022

- Successfully delivered accounting and bookkeeping services to over 25 foreign entities, using **QuickBooks** and **Expensify** to manage over ₹50 lakhs in annual transactions.
- Led a team of 5 accountants in the preparation of financial statements, ensuring that the reporting was completed by due deadlines and in accordance with all applicable regulations.
- Developed risk mitigation reports highlighting accounting errors valued at over ₹100,000, saving clients considerable time and money.
- Collaborated with manager to manage technical & risk matters for client for financial reporting by providing recommendations based on **IFRS standards**.

**Naveen Soni & Associates***Associate – Audit & Tax***Chandigarh, India**

July 2020 – August 2021

- Prepared tax returns for over 100 clients, resulting in \$15,000 in tax savings.
- Identified and claimed over \$10,000 in tax credits and deductions for clients, resulting in an average tax savings of \$100 per client.
- Assisted clients with understanding the tax implications of their financial decisions, resulting in \$20,000 in avoided taxes.
- Provided training to clients on tax-saving strategies, helping them to reduce their tax liability in the future.

**HK Chhabra & Co***Article Assistant / Associate – Audit & Tax***New Delhi, India**

July 2013 – August 2019

**Corporate Tax & Direct Tax Advisory:**

- Prepared and filed 350+ income tax returns for clients with incomes up to ₹50 lakhs, resulting in an average tax savings of ₹50,000 per client.
- Identified and claimed over ₹25 lakhs in tax credits and deductions for clients.
- Assisted clients with understanding the tax implications of their financial decisions, resulting in ₹10 lakhs in avoided taxes.
- Represented clients in tax audits, resulting in a 100% success rate in defending clients' tax positions.
- Stayed updated on changes to tax laws and regulations, ensuring that clients' tax returns were prepared in accordance with the latest requirements.
- Provided corporate tax services to over 100 clients from a range of different industries, resulting in measurable value in the form of tax savings, improved compliance, and reduced risk.
- Provided structuring advice to over 10+ clients, helping them to optimize their tax liability and achieve their financial goals.
- Reduced the tax liability of corporate clients by over ₹10 lakhs, through improved compliance and risk mitigations strategies.
- Provided advisory work on a range of tax-related topics, which resulted in clients making informed financial decisions.

**Statutory Audit (Well versed with IND AS and IFRS):**

- Performed audit of various industries like manufacturing, hospitality, healthcare, etc. based on guidelines specified by **IFRS**.
- Led a team to finalize the statutory audit using practical aspects of **IND AS** for industries such as trading, manufacturing of paper & copper wires.
- Prepared books of accounts that met all **IND AS and IFRS standards** by adhering to strict accounting procedures and controls and reviewed all financial transactions for accuracy resulting in a clean audit opinion.
- Invested in professional development by attending 10 training sessions and networking events both internally and externally per year, resulting in a 95% accuracy rate in audit findings.
- Executed end-to-end audit procedures including site visits, analysis of financial statements, and drafting and finalization of audit reports, resulting in the successful completion of 100 audits.
- Instructed, directed, and reviewed the work of audit staff in the completion of audit procedures over basic client accounting, resulting in ₹5 lakhs increase in revenue for one client.
- Provided recommendations for businesses and process improvements based upon knowledge gained relative to client's operations, processes, and business objectives, resulting in a 10% reduction in audit fees for one client.
- Proactively interacted with key client management to gather information, resolve audit-related problems, and make recommendations for businesses, resulting in a positive client satisfaction rating of 98%.

**ADDITIONAL ACHIEVEMENTS, SKILLS, LEADERSHIP**

- 2021: Appreciation award by **Dettol** – As part of the Robinhood Army, recognized for being an active frontline worker during covid.
- 2019: Recognized for being the “**most reliable employee**” – Consistently received for sincerity and sailing through performance reviews.
- 2016: Recognized as the “**Golden Clock**” – For demonstrating outstanding regularity & punctuality to consistently meet our deadlines & goals.
- 2008-10: District and State-level champion - Badminton & Basketball champion, debate championship in state level and national level.
- Computer Skills: Microsoft Office (MS Excel, MS Word, MS PowerPoint), Tally ERP, CompuTax, Genius, Quickbooks, Expensify.
- Technical Skills: Corporate tax, tax laws & regulations, Data Analysis, Financial Reporting, and Consulting.
- Soft Skills: Collaboration & interpersonal skills, Attention to detail, Problem solving, Client Management & Attention to Detail.
- Interests: Music (keyboard & flute), Volunteering (Robinhood Army) & Languages (English, Hindi, Telugu, Korean, Nepali, Punjabi)