

# Shishir Rijal

Chartered Accountant – ICAI [Membership No: 604164]

Professional Chartered Accountant with more than five years of work experience in diverse roles such as finance manager and audit supervisor with expertise in areas of auditing, direct and indirect taxation, financial planning, management, and reporting.



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## CORE CAPABILITIES

### **Audit:**

Proficient in audit planning and execution, risk assessment and internal control evaluation, financial statement analysis, regulatory compliance, audit reporting, and providing recommendations for process improvements, managing client relationships, ensuring adherence to industry standards and regulations, and delivering insights to enhance operational efficiency and reduce financial risks.

### **Taxation:**

Proficient in tax compliance and reporting, tax planning and strategy, financial and tax analysis, audit support and resolution, client relationship management, and interpreting tax laws and regulations, with expertise in leveraging tax software and ERP systems, managing risk and tax mitigation, adapting to evolving regulatory requirements, and aligning tax reporting with financial statements to ensure accuracy and compliance.

### **Account and Finance:**

Proficient in accounting and financial management, including financial reporting, budgeting, forecasting, and financial analysis, with expertise in maintaining accurate financial records, preparing financial statements, ensuring regulatory compliance, managing accounts payable and receivable, conducting audits, and utilizing financial software to optimize processes, while effectively supporting decision-making, cost control, and overall financial health of the organization.

### **Team Management:**

Skilled in team leadership and development, performance management, project planning and execution, communication and collaboration, conflict resolution, and fostering a positive work environment, with expertise in delegating tasks, setting clear objectives, coaching and mentoring team members, driving productivity and efficiency, ensuring alignment with organizational goals, and promoting a culture of continuous improvement and accountability.

### **Management and Teamwork:**

Proficient in assignment management and teamwork, handling high-pressure tasks with effective prioritization, time management, and adaptability, with expertise in coordinating tasks among team members, ensuring timely completion of projects, maintaining clear communication, fostering projects,

## WORK EXPERIENCE

### **Audit Supervisor**

Joshi & Bhandary, Chartered Accountants

04/2021 - 06/2024

*Kathmandu, Nepal*

#### *Achievements/Tasks*

- Core leader for independent examination of Refinance, Business Continuity and Subsidized loan of all Banks and Financial Institutions (BFIs) of Nepal in close co-ordination with Nepal Rastra Bank with key responsibilities of reviewing effectiveness and proper utilization of refinancing, business continuity and concessional loan provided for the recovery of the profession and businesses affected by COVID-19 pandemic, managing a team of 70 in all the 7 Provinces, coordinating with the BFIs, and consecutive presentation of the respective reports before the Governor of Nepal Rastra Bank and his teams.
- Team leader and core team member in planning of audit, performing key audit procedures, review of internal control system, compliances to applicable laws and regulations, reporting and finalization of audit of various organizations and financial institutions.
- Conducted and successfully led statutory and internal audits for private companies and various Class "A" banks.
- Working hands on with Class "A" bank to assist them in publishing Monthly Base rate, Spread rate, Capital Adequacy Ratio, semi-annual reports along with review of their quarterly financial statements.
- Review of implementation of IFRS 15 and IFRS 16 in airline company.
- Assisted in preparing financial statements and tax returns for individual and corporate clients.
- Review of the budget and expenditure of various international donor organizations along with evaluation of their internal policy in line with the applicable laws and regulation and reporting as per the international standard.
- Conducted stock verification of manufacturing company.
- Worked in the area of preparation and supervision of audit documentation and record keeping.

### **Accounting Manager**

Intellirose Software India Private Limited

05/2018 - 07/2019

*Bangalore, India*

#### *Achievements/Tasks*

- Managed full-cycle accounting with periodic reports of accounts payable/receivables along with weekly and monthly reports as per management requirement.
- Prepared salary statement along with employee's tax calculations.
- Prepared detailed financial reports and statements, such as balance sheets, income statements, and cash flow statements, to provide accurate and timely information to stakeholders.
- Prepared income tax and TDS returns of individuals as

collaboration, managing workload distribution, resolving conflicts, and delivering results under tight deadlines while ensuring quality and alignment with objectives.

## Strength:

- **Detail-Oriented:** Accurate financial record-keeping, audits, and compliance with tax/accounting standards.
- **Analytical Thinking:** Strong in financial analysis, budgeting, and delivering data-driven insights.
- **Leadership & Team Management:** Skilled in leading teams, fostering collaboration, and aligning with goals.
- **Adaptability under Pressure:** Effective time management and problem-solving under pressure and tight deadlines.
- **Process Improvement:** Focus on enhancing efficiency through technology and automation in financial operations.
- **Client & Stakeholder Management:** Strong communication and relationship management with clients and stakeholders.
- **Regulatory Expertise:** In-depth knowledge of tax, audit, and financial regulations, ensuring compliance and risk mitigation.

## EDUCATION

### Chartered Accountant (2020)

*Institute of Chartered Accountants of India*

### Bachelors in commerce (2021)

*Indira Gandhi National Open University*

### Higher Secondary (10+2)

*Shanti Academy, Chitwan*

### Secondary (Class 10)

*Shanti Vidhya Mandir Secondary School*

## CERTIFICATES

### Advance Integrated Course on Information Technology (AICITSS)

*Board of Studies, ICAI, Virtual*

### Virtual Management and Communication Skills (VMCS)

*Board of Studies, ICAI, Virtual*

### Computer Training Course (ITT)

*Board of Studies, ICAI, New Delhi*

### Orientation Program

*Board of Studies, ICAI, New Delhi*

## Professional Development Experience

- Volunteered in National Convention for Chartered Accountant Students "UTKARSH" in 2016 & "UTHANA" in 2017 and Sport Carnival 2017 organized by Bangalore Branch of SIRC of ICAI.
- Initiative for inauguration of SICASA Speakers Forum and served as Secretary for 6-month term in 2017.
- Informally served as member of Rotaract Club of Bangalore R.T. Nagar in 2015-16. Further, served as Joint Secretary in 2016-17 and Secretary in 2017-18 for Rotaract Club of Bangalore R.T. Nagar.

## INTEREST

Reading

Cooking

Travelling and Hiking

Active sports: Football, Cricket, Badminton, Table Tennis

well as company and their filing in the respective portals.

- Developed and implemented Internal control system.
- Assisting in effective and efficient functioning of external audits.
- Prepared books of accounts, salary statement along with employee's tax calculations, various reconciliation and weekly/monthly reporting.

## Audit Executive

### YVS Vinod & Associates, Chartered Accountants

*04/2015 - 04/2018*

*Bangalore, India*

#### Achievements/Tasks

- Conducted Tax Audit, Revenue Audit, Financial Projection, Internal Audit and Statutory Audit of private companies and charitable institutions, ensuring compliance with local regulations and best practices.
- Preparation and filing of income tax return, monthly TDS payment, quarterly TDS returns, VAT filing, Service tax filing, GST filing and ROC along with XBRL filing.
- Managed the preparation and submission of tax returns for both individual and corporate clients, ensuring accurate and timely filings while addressing legal and regulatory requirements.
- Prepared books of accounts, fixed assets register (FAR), salary statement along with employee's tax calculations, various reconciliation and weekly/monthly reporting of domestic companies along with subsidiary of international companies based on UK, USA and Norway.
- Prepared detailed financial reports and statements, such as balance sheets, income statements, and cash flow statements, to provide accurate and timely information to stakeholders.
- Ensured compliance with all relevant tax, audit, and financial regulations while working with clients across different sectors, mitigating risks and safeguarding against potential penalties.
- Assisted in both internal and external audits by ensuring the organization was well-prepared, providing necessary documentation, and addressing audit queries to ensure efficient and successful audit outcomes.

## SKILLS

Auditing and risk advisory

MS Office suite

Financial data analysis

Financial modeling

Client relationship management

Risk management

Financial reporting

Team management

Tally, SAP, Purni, Finacle, T24, Zoho Books, Quick Books

## LANGUAGES

English

*Full Professional Proficiency*

Hindi

*Full Professional Proficiency*

Nepali

*Full Professional Proficiency*