

SAFEENA V S



Semi Qualified Chartered Accountant (Final Group 2 Cleared)

Contact

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Languages

Hindi
English
Malayalam
Tamil

Personal Details

Date of Birth : 27/12/1992
Gender : Female
Nationality : Indian
Visa Status : Spouse Visa

Summary

Detail-oriented team player with strong organizational skills. Ability to handle multiple projects simultaneously with a high degree of accuracy. Hardworking and passionate job seeker with strong organizational skills eager to secure entry-level position. Ready to help team achieve company goals.

Career Summary

**Nov 2021- Assurance Consultant E&Y GDS, Bangalore
April 2022**

Role and Responsibilities:

- Completed audit papers by thoroughly documenting audit tests and findings.
- Prepared working papers, reports and supporting documentation for audit findings.
- Evaluated design and operating effectiveness of audit areas.
- Partnered with auditors to track errors and add contributions to maintain accuracy.
- Enhanced audit controls by improving planning and testing processes.

**July 2013- Article Clerk C K NAIR AND CO, CHARTERED ACCOUNTANTS
August 2016**

Role and Responsibilities:

- Compiled general ledger entries on short schedule with 100% accuracy.
- Reviewed customer accounts to identify and resolve irregularities
- Reconciled worksheets to verify accuracy of documents or records.
- Prepared reports and materials to assist with audits.
- Reconciled statements to resolve discrepancies.
- Computed taxes owed by applying prescribed rates, laws and regulations.
- Provided journal entries and performed accounting on accrual basis.
- Vouching of Various Books like purchase book, Cash Book, Journal Book.

Education

- **Chartered Accountancy (Final, IInd group)**- Institute of Chartered Accountants of India-Aug 2016-May 2018
- **CA Intermediate**- Institute of Chartered Accountants of India-Aug 2013-Aug 2016
- **Master of Commerce** –Bharatiyar University –Dec 2015-Dec 2017
- **Bachelor of Commerce**-University of Calicut-June 2010-March 2013
- **Higher Secondary**-Kerala State Board-June 2008-March 2010