

Baldev Agarwal

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Chartered Accountant, B. Com (H)

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Academic Qualifications			
Year	Degree/Examination	Board/Institute	%/CGPA
May 2025	CA	Institute of Chartered Accountants of India (ICAI)	54.17%
July 2023	B. Com (Hons.)	Kazi Nazrul University, Raniganj	8.74 CGPA
Mar 2020	AISSCE	R.L.J.D.M.C. DAV Public School, Raniganj	94.60%
Mar 2018	AISSE	DAV Public School, Durlavpur	94.00%
Work Experience			
Industrial Training – Bharat Electronics Limited, Pune			(Jan 2024 – Mar 2025)
Procure-to-Pay (P2P) Operations	<ul style="list-style-type: none">Managed invoice processing, vendor payments and PO verification, helping maintain timely disbursement and accuracy in procurement accounting.Implemented standardization of landing cost methodology to ensure consistent freight accounting and enable better cost control and savings in logistics operations.Ensuring proper authorizations are obtained before any procurement activity is being carried out.Engaged in strategic vendor negotiations, resulting in a cost reduction of ₹1.50 crores in procurement expenses, thereby enhancing overall procurement efficiency and cost control.		
GST	<ul style="list-style-type: none">Led GST Departmental Audit proceedings which resulted in a significant relief of ₹13 crores from the total demand raised, by ensuring compliance, reconciling records, and presenting proper justifications.Assisted in GST assessments, leading to complete waiver of departmental demands by ensuring timely compliance and proper documentation.Managed end-to-end GST compliance, including annual and monthly filings (GSTR-9, GSTR-9C, GSTR-1, GSTR-3B, GSTR-7), ensuring accuracy and adherence to filing timelines.Streamlined ITC reconciliation with GSTR-2B monthly, ensuring recovery or write-off of all ITC prior to F.Y. 2024–25, thereby improving compliance and financial accuracy.		
Articleship – Bagaria AK & Associates, Raniganj			(Mar 2022-Dec 2023)
Statutory Audit	<ul style="list-style-type: none">Executed Statutory Audit including walkthrough, analysis of financial statements and other perspectives of clients engaged in Textile, Pharma, Skincare and beauty brands, gaming, etc sector.Ensured compliances with the disclosure requirements of Schedule III and reporting under CARO, 2020.Scrutinized ledgers, reconciled debtor and creditor balances, vouched income and expenditure.Performed variance analysis on financial statements to identify key trends and conducted analytical audit procedures.Bank’s Branch Audit:<ul style="list-style-type: none">Performed detailed verification of Loans and Advances by review of loan agreements and mortgage documents and verification of accounts and KYC compliances during audit of Punjab National Bank.Performed Physical Verification of Cash and assisted in detection of NPAs.		
Taxation	<ul style="list-style-type: none">Prepared and submitted over 200 Income Tax Returns for a diverse client base.Provided strategic tax planning advice, effectively reducing clients' tax liabilities.Managed the filing of monthly/quarterly GST Returns and Statements under both regular and composition schemes.Aided in the formulation and review of replies to notices issued by Income tax authorities and GST department during the Assessment and Appeal proceedings.		
Miscellaneous	<ul style="list-style-type: none">Management of Company Secretarial affairs and completion of various form submissions, including DPT-3, MGT 14, AOC-4, CHG 1, CHG 4, SH 7, etc.Prepared detailed workings for FLA (Foreign Liabilities and Assets) Returns and ensured timely and accurate filing in compliance with RBI regulations.Prepared periodic MIS reports highlighting key financial and operational metrics, aiding in performance monitoring and strategic decision-making.		
Other Information			
Co-Curricular Activities	<ul style="list-style-type: none">Participated in diverse sports activities organized by school.Represented the school in Commerce Olympiad.Participated in various activities organized by EICASA branch of ICAI, Raniganj and BEL-Pune.		
Accolades	<ul style="list-style-type: none">Ranked among the top 3 in the district in Higher Secondary Examinations.Awarded a Gold medal by Eastern Coalfield Limited for excellence in essay writing.Received recognition for a technical presentation on GSTR-9, GSTR-9C, and the GST LMS portal at BEL-Pune.		
Computer Skills	<ul style="list-style-type: none">Proficient in Microsoft tools like excel, word, powerpoint etc.Accounting Softwares like SAP, Tally Prime etc.Banking Software-Finnacle.		