

# Bhavita Jain

Chartered Accountant | B.com

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## Professional and Academic Qualification:

| Year     | Qualification                           | Performance | Remarks                              |
|----------|---|-------------|--------------------------------------|
| May 2025 | CA Final                                | 55.66%      | Exemption in AFM , IBS               |
| Nov 2022 | CA Intermediate (ICAI)                  | 55.87%      | Exemption in Accounts & Costing      |
| Nov 2019 | CA-Foundation (ICAI)                    | 64.75%      | -                                    |
| 2022     | B.Com                                   | 67.44%      | Passed with First Division           |
| 2019     | Senior Secondary, RBSE                  | 84.20%      | 2 <sup>nd</sup> highest in economics |
| 2018     | 11 <sup>th</sup> (Banasthali Vidyapith) | A Grade     | Awarded Topper certificate           |

## Work Experience

A Qualified Chartered Accountant (MAY 2025) with articleship experience in Audits ,Taxation ,Regulatory Standards and Bank Audits at M/s Ghiya & Company, Chartered Accountants, Jaipur established from 1958 having offices in 6+ cities including Mumbai, Ahmedabad & Surat is under the guidance of 15+ partners in practice. **Key Assignments handled:**

| Department                      | Performance Areas  |
|---------------------------------|--|
| Audit & Assurance and Tax Audit | <ul style="list-style-type: none"> <li>Worked with clients cutting across sectors like Exporter,Manufacturer,Textile ,Handicraft, Service Industry ,Rajasthan Rajya Vidyut Utpadan Nigam Limited(C&amp;AG Audit).</li> <li>Applied analytical procedures viz.trend analysis w.r.t Sales,Expense,Revenue&amp;Payrolls</li> <li>Assisted client in recognition and reporting revenue as per IND AS115.</li> <li>Scrutinized rental contracts to determine applicability and checked lease schedule for appropriately reporting ROU Asset and Lease Liability (IND AS116).</li> <li>Assisted in drafting and framing opinion on audit report as per SA 700 series.</li> <li>Ensure compliance with MSME Act,Companies Act,2013 and Income Tax provisions (Sections 194Q,206C(1H),269ST,269SS,269T,50C).</li> <li>Carried out examination of debtor and creditor balance to identify long-standing dues and sought External Confirmation as per SA 505.</li> <li>Assisted management in reclassifying capital expenditure that had been incorrectly reported as revenue expenditure.</li> <li>Verification and preparation of various disclosure requirement under Revised Schedule III of the Co. Act, 2013.</li> <li>Reporting on matters related to CARO 2020.</li> <li>Verification of Depreciation chart , Bank Reconciliation Statement &amp; Financial Statement.</li> <li>Ensured compliances with Income tax, ESI, PF ,Bonus.</li> <li>Enabled client in saving Rs 10,00,000 on account of applicable penal charges on disallowance of benefits availed by client on inappropriate interpretation of Foreign Trade Policy schemes.</li> </ul> |
| Central/ Branch Statutory Audit | <ul style="list-style-type: none"> <li>Worked with client Punjab &amp; Sind Bank(PSB)</li> <li>Assisted in audit of Branches, Zones and Head office departments.</li> <li>Examined loan portfolios, credit risk exposure, ensure alignment with regulatory requirement</li> <li>Ensured compliance with RBI's Prudential Norms for capital adequacy, asset classification</li> <li>Ensured proper provisioning and reporting of NPAs, including restructured accounts and stressed asset schemes.</li> </ul>   |
| Indirect Tax                    | <ul style="list-style-type: none"> <li>Reconciled Outward &amp; Inward supply ledgers with GSTR-1,GSTR-3B and GSTR-9/C.</li> <li>Prepared and filed GSTR-9 and GSTR-9C, including audit certification and observations.</li> <li>Identified key discrepancies while reconciling GSTR 2B and ITC as per client records and resolved the issue with effective vendor coordination.</li> <li>Identified excess ITC claimed by client and facilitated its reversal to avoid penalty 0.4% on net profit.</li> </ul>   |

## IT Proficiency

- Working experience of MS-Office Suite, Tally ERP9, Tally Prime and Microsoft AX etc.
- Basics of Financial Modelling, Power BI & Power Query (Pursuing).

## Extra-Curricular Activities and Achievements

|                              |  |
|------------------------------|--|
| Oratorical                   | <ul style="list-style-type: none"> <li>Presented topics on several corporate &amp; compliance issues at Professional Interns Meeting.</li> </ul>   |
| Social Service               | <ul style="list-style-type: none"> <li>Participated in various events such as Blood Donation camp, Tree plantation, Community service initiatives.</li> </ul>  |
| Position of Responsibilities | <ul style="list-style-type: none"> <li>Independently and efficiently managed large assignments and received client appreciation on several projects.</li> <li>Delivered 5+technical sessions and non-core topics organized by Ghiya &amp; Co.</li> <li>Responsible for representing the house as House Captain and selecting students for school events.</li> <li>Served as editor of In house Magazine distributed among 200 partner and premium reader base of High Court &amp; Quasi judicial Authority.</li> </ul> |
| Academic                     | <ul style="list-style-type: none"> <li>Awarded Gargi Award twice by the state government.</li> <li>State Runner up team in Cultural and science based quiz in vidya Bharti Organisation.</li> </ul>  |