

# RISHITA BIRLA

CHARTERED ACCOUNTANT

DOB: 24/05/2002

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Surat, Gujarat.

## ACADEMIC PROFILE

| Degree/Examination | Board/Institute                         | Score     | Year      | Remarks                            |
|--------------------|---|-----------|-----------|------------------------------------|
| CMA Final          | ICMAI                                   | 422       | June 2025 | Cleared in 1 <sup>st</sup> attempt |
| CA Final           | ICAI                                    | 184 & 162 | May 2025  | Exemption in 3 out of 6 subjects   |
| CMA Intermediate   | ICMAI                                   | 510       | Dec 2023  | Secured <b>AIR 45<sup>th</sup></b> |
| CA Intermediate    | ICAI                                    | 207 & 204 | Nov 2022  | Exemption in 1 out of 8 subjects   |
| CA Foundation      | ICAI                                    | 268       | Nov 2020  | Exemption in all subjects          |
| B. COM             | VNSGU                                   | 53.4%     | 2022-23   | -                                  |
| Class XII          | Ryan International School, Surat (CBSE) | 83.8%     | 2019-20   | -                                  |
| Class X            | St. Xavier's High School, Vapi (CBSE)   | 84.2%     | 2017-18   | -                                  |

## ACADEMIC ACHIEVEMENTS

- Consistently demonstrated academic excellence by passing **all examinations**.
- Participated in various Olympiad competition, Drawing Competition & Quiz Competition at school level.
- Received All Rounder Award at St. Xavier's High School.

## ARTICLESHIP / INTERNSHIP

| DMKH & CO.<br>(A leading firm in Surat for Project Finance & Bank Audits) |  | Article Assistant<br>Feb'22 – Feb'25 |
|---|--|--------------------------------------|
| <b>Project Finance</b>  | <ul style="list-style-type: none"><li>➤ Analyzed financial statements, prepared and finalized the Project Reports and CMA Reports for Fresh/Review/Renewal of Term Loan and Cash Credit facility.</li><li>➤ Handled <b>end-to-end process regarding loan syndication</b> including preparation of <b>bank documents</b> such as loan application, net worth, credit appraisal note &amp; post-disbursement activities such as complete follow-up on end use of funds etc.</li><li>➤ Demonstrated strong communication skills by effectively liaising &amp; negotiating with bank relationship &amp; credit analysts regarding Loan amount, interest rate, collateral security &amp; other terms.</li></ul> |                                      |
| <b>Auditing</b>   | <ul style="list-style-type: none"><li>➤ Conducted <b>concurrent audit</b> of UCO Bank, Bank of Maharashtra, Central Bank of India, Bank of India ensuring compliance with RBI guidelines &amp; internal controls.</li><li>➤ Executed <b>Statutory Audit</b> Union Bank of India (Pune main Branch), Surat Smart City, Kings world overseas Pvt Ltd.</li><li>➤ Carried out various <b>Stock Audit</b> for entities like Bank of Baroda, Kalupur Commercial co-op bank Ltd, Beverage &amp; Eye wear sector.</li><li>➤ Handled audit of <b>Currency Chest</b> of Bank of India.</li></ul>   |                                      |
| <b>Taxation</b>   | <ul style="list-style-type: none"><li>➤ Prepared <b>ITRs</b> of individuals, HUFs, firms across diverse sectors including textile, manufacturing &amp; service.</li><li>➤ Executed <b>tax audits</b> and finalized <b>audit report</b> of divergent entities engaged in textile industry throughout my articleship.</li></ul>  |                                      |

## EXTRA CURRICULAR ACTIVITIES

- Participated in multiple prestigious **Business Exhibitions & Expos, Conferences conducted by ICAI** by actively engaging with industry professionals & stakeholders.
- Participated thrice in Cricket Tournaments organized by Surat Branch of ICAI.

## ROLES & SKILLS

|                         |   |
|-------------------------|---|
| <b>Certificates</b>     | Completed Adv Information Technology, MCS skill course, SAP Finance & Controlling (FI-CO) Power user course, Business Intelligence & Analytics (CMA Final). |
| <b>Technical Skills</b> | AI Tools, MS Office, MS Excel, MS Word, Tally & Genius application.   |
| <b>Soft Skills</b>      | Continuous Learning, Team work, Time Management, Problem Solving, Analytical Approach.  |
| <b>Hobbies</b>          | Travelling, Playing Cricket & Badminton, Watching Movies.   |