



# Khushi Tyagi

To start my career as a CA and contribute to the success of a dynamic organization.

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## EDUCATION

Course	Year	Institution	Score	Remarks
CA Final Group-II	May 2025	ICAI	59%	Exemption in two subject
CA Final Group-I	Nov 2024	ICAI	54.00%	Exemption in one subject
CA Intermediate Group-II	Nov 2021	ICAI	50.50%	-
CA Intermediate Group-I	Nov 2020	ICAI	58.25%	Exemption in two subjects
CA Foundation	Nov 2019	ICAI	63.75%	Exemption in two subjects
B.Com	2022	C.C.S. University	64.25%	Cleared with 1st Division
Class XII	2019	CBSE	88.67%	Scored 90+ in all three main subjects
Class X	2017	CBSE	CGPA – 8.4	-

## WORK EXPERIENCE

### Article Assistant

⌚ Apr 2022 - Apr 2025

V.S Gupta and Co., Meerut

📍 Meerut U.P

One of the top firms in Meerut with 8 Partners having more than 350+ Clientele and a rich history spanning 70+ years and engaged in offering variety of services with excellence and reliability.

### AUDITING

- Executed **Statutory audits** of companies and firm with annual turnover up to ₹450 Crores across industries including Paper, Chemical, Automobile, Steel, Hospital, and College industries
- Prepared and finalized financial statements as per Schedule III and relevant Accounting Standards
- Prepared **Tax Audit Report** of 30+ clients consisting of Individual, Firms and Companies of turnover ranging up to Rs. 400 Cr.
- Conducted various **Internal Audit** of diversified Industries like paper, automobile, power generation, construction industries and many more.
- Scrutinized ledgers, reconciled debtor and creditor balances, vouched income & expenditures.
- Performed **Concurrent Audit** of Loans & Advances at Central Bank of India (Regional Office). Prepared audit reports **highlighting irregularities** and recommended corrective actions to mitigate risks.

### TAXATION

- Single-handedly prepared & filed 30+ **Income Tax Returns** for a diverse client base ranging upto Rs. 50 Cr. of Total Income.
- Worked on finalization of over 20+ assignments for **TDS/TCS returns** and revised TDS/TCS returns for corporate assesses and non-corporate assesses and assignments relating to advisory & compliances.
- Prepared & filed **GSTR-1, 3B, 9 and 9C** and assisted in various tasks related to **reconciliation of GSTR-3B, 2B & books** of Accounts and verified the Admissibility of ITC of several Corporate and Non-corporate assesses
- Drafted replies to notices under **Sections 61 and 73 of GST Act, 2017**, assisting clients in resolution of disputes and queries raised by GST authorities.

### ROC & MCA COMPLIANCE

- Prepared and filed ROC forms including **AOC-4, MGT-7, DPT-3, DIR-3, DIR-11, DIR-12 and XBRL filings** within prescribed timelines.
- Managed **LLP incorporations** and ensured timely completion of annual compliances for corporate clients.

## SKILLS

Microsoft Excel Microsoft Word Tally Busy Team Management Good Communication

## KEY ACCOMPLISHMENT

- Identified non-compliance in TDS processes and implemented corrective actions, reducing regulatory risk.
- Identified control weaknesses during audits, helping clients strengthen processes and avoid compliance risks.

## STRENGTHS

- Hardworking and self-motivated
- Quick learner and adaptable
- Attention to detail
- Strong ethical standards