

ANJALI YADAV

PROFILE		EXPERIENCE	
📞 9006956656		Article Assistant	
✉ anjaliyadav6755@gmail.com		Aska and Associates	
🌐 https://www.linkedin.com/in/ca-anjali-yadav/		(A boutique CA firm in Patna, offering personalized tax planning and corporate finance services, with a growing clientele of over 120 SMEs and family-owned businesses)	
EDUCATION		Article Assistant	
CA Final (1st Attempt)		Borkar and Borkar	
ICAI		(Leading CA Firm having over 40 years of experience with 5 Partners servicing 100+ Clients)	
Exemption in 3 out of 6 subjects		Article Assistant	
Score: (359/600) 60%		BRK & Co.	
CA Intermediate		(A dynamic and client-centric CA firm, committed to excellence in compliance, advisory, and financial transformation, trusted by a diverse clientele spanning startups, corporates, and family enterprises)	
ICAI		Taxation	
Exemption in 3 out of 8 subjects		Independently handled tax audits of corporate and non-corporate clients in a range of sectors such as electronics equipment manufacturers, software and technology services, trading, and other professionals.	
Score: (451/800) 57%		Performed various assignments relating to advisory & compliance, including tax payments & refunds of clients across different business lines.	
CA Foundation (1st Attempt)		Prepared and settled income tax returns for a diverse base of clients.	
ICAI		Responsible for adherence to advance tax liabilities - their calculations and payments.	
Score: (235/400) 59%		Single-handedly ensured compliance with the provisions of the Income Tax Act, 1961, thereby further working on and filing TDS and TCS returns of business entities.	
B. Com (Hons)		Assisted the principal in drafting submissions in response to assessment notices and applications for rectification orders.	
Patna University (Magadh Mahila College)		Executed GST audits and compliance reviews for clients across manufacturing and service sectors, ensuring timely filing of GSTR-1, GSTR-3B, CMP-08, GSTR-9, and GSTR-9C.	
Cleared with Distinction		Streamlined input tax credit (ITC) reconciliation process, reducing mismatches and improving accuracy by 30%.	
Score: 75%		Implemented client-specific SOPs for GST data extraction and return filing, ensuring adherence to compliance timelines.	
HSC (XII Commerce)		Assisted in handling GST departmental audits and represented clients before tax authorities, leading to successful resolution of notices and reduction of potential liabilities.	
CBSE (APS, Danapur, Bihar)		Reviewed e-invoicing and e-way bill processes for high-volume clients and recommended automation opportunities to optimize operational efficiency.	
School Topper		Drafted replies to show cause notices (SCNs) and departmental queries under GST, mitigating litigation risks.	
Score: 92%		Statutory Audit	
SSC (X)		Executed statutory audits including site visits, analysis of financial statements & report filing of corporate and non-corporate clients.	
CBSE (APS, Mhow, MP)		Led a team of 4 members for the statutory audit of a corporate client and handled the overall audit work and compliance, including audit planning and work allocation.	
Score: 80%		Other Areas	
SKILLS		Finalisation of Books of Accounts & Financial Statements as per AS & Schedule III, including cash flows of corporate entities.	
Technical Skills: MS Office (Word, Excel, PowerPoint), Tally ERP, Tally Prime, Winman, Genius, GST cafe Software		Prepared and finalised the books and accounts and Financial Statements of various sole proprietorship and partnership entities.	
Languages: English, Hindi			
PERSONAL DETAILS			
Date of Birth: 12 January 2002			