

# VISHWAS KUMAR SAMALIA

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## CHARTERED ACCOUNTANT

### Personal details

**Date of Birth:** 6<sup>th</sup> Oct  
1998

### Languages Known:

Hindi and English

**Interests:** Sketching,  
Music, travelling and  
watching movies

### Professional Skills

Financial audit

Financial Analysis

Ratio analysis

Financial budgeting

### Technical Skills

MS Office utilities

Tally ERP

Tally Prime

Spectrum Genius

Tax Utilities

Taxation library

Taxman

### Soft Skills

Adaptive learner

Leadership quality

Solution oriented

Teamwork

### Career Objective

To work in a challenging and dynamic environment, leveraging current knowledge, and fostering creativity with my learning opportunities, and be a helping hand for the growth of the organization by sheer dedication, hard work, and loyalty

### Educational Qualification

- Qualified Chartered Accountancy in May 2025, I.C.A.I, Kanpur
- B. Com (Honor's) from Sindri Boys College, Sindri in Mar 2019 (B.B.K.M.U, Ranchi)
- Higher secondary from Mahuda Inter Mahavidyalaya, Dhanbad in year 2016 (J.A.C, Ranchi)
- High school from Saraswati Shishu Vidya Mandir, Dhanbad in year 2014, (J.A.C, Ranchi)

### Work Experience

- Audit assistant in R.K.PATNIA & Co. (CA Firm) Dhanbad, Jharkhand, Since June 2023 till date
- Audit assistant in KASG & Co (CA Firm) Dhanbad, Jharkhand (June-2022-May 2023)
- Articled Assistant–R.K.G.S.L.V & Co. (CA Firm) Dhanbad, Jharkhand (April-2019-April 2022)

### Work Exposure

#### Statutory Audit

- Executed Statutory Audit & performed audit procedures on critical areas such as Revenue, Fixed assets, Capital work in progress, Investments.
- Prepared reconciliations sheets of statutory payments like GST and TDS/TCS.
- Synchronised audit activities of various clients within time constrain as well as trained junior staff.
- Worked as team leader for Stock audit in Maithon Power Plant, Nirsa.

#### Taxation

- Prepared reply of notices with respect of Scrutiny, Best Judgement, Income Escaping Assessments, Search & Seizure and raid cases under Income Tax and Goods and Service Tax
- Prepared submission of various notices received from Commissioner of Income Tax (Appeal), Assessing Officers, Tax Recovery officers under Income Tax.
- Prepared tax computations and filed income tax returns for Companies, Trust, firms, and individuals.
- Ensured timely completion of Tax Audit of more than 200+ clients with finalization and filing of Income Tax Audit forms (3CA, 3CB & 3CD) for all type of constitution.
- Independently filed and reviewed GSTR-1, GSTR-3B, CMP-08, GSTR-4 GSTR9, GSTR9C returns ensuring compliance with the applicable GST laws and regulations for various clients.

#### Concurrent Audit (UCO BANK & Punjab & Sind Bank)

- Scrutiny of Credit/Loan files in compliance with RBI norms
- Verification of documents obtained by the Bank such as Valuation Reports, invoices, receipts
- Assisted in preparation of Long Form Audit Report

#### Certification assignment

- Drafted Turnover Certificate, Net worth Certificate & forecasts including Projected Financial Statements for Bank Loans, Secretarial and CMA data.
- Filling of various ROC Forms such as RUN, SPICe, ADT1, ADT3, DIR-3, SH-7, AOC-4, MGT-7 & DPT-3, Form 8, Form 11 etc