

# KARTIK ARUN CHAUHAN | CHARTERED ACCOUNTANT

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15/7 Sainath Nagar, Tulinj Road, Nallasopara (East), Palghar- 401 209

## ABOUT ME

Seeking a position in an organisation where I can grow in terms of knowledge, skills and attitude and put to an effective use of my analytical abilities and professional competence in the area of accounting, taxation and auditing so as to align self development with organisational development.

## PROFESSIONAL AND ACADEMIC QUALIFICATIONS

Month/Year	Degree/Examination	Board/Institute	%
May 2025	CA Final Group 1	ICAI	54.00
November 2024	CA Final Group 2	ICAI	50.00
November 2020	CA Intermediate Group 2	ICAI	56.25
November 2019	CA Intermediate Group 1	ICAI	50.25
November 2018	CA Foundation	ICAI	61.50

Year	Degree/Examination	Board/Institute	College/ School	%
2021	Bachelor of Commerce (Regular)	University of Mumbai	Viva College of Arts, Science & Commerce	Grade A (8.22 CGPA)
2018	Class XII	Maharashtra Board	Aadarsh Education Society	79.08
2016	Class X	Maharashtra Board	Saraswati Vidhyamandir	83.80

## WORK EXPERIENCE

<b>Article Assistant - Sanjay C. Shah and Associates, Mumbai</b>	<b>from Jan-22 to Aug-24</b>
<b>Article Assistant - Khurdia Jain &amp; Co., Mumbai</b>	<b>from Feb-21 to Jan-22</b>
<b>Direct Tax</b>	<ul style="list-style-type: none"><li>▪ Prepared and filing of <b>Tax Audits</b> Assignments of Company, Partnership Firms and HNIs, ensuring timely filings and optimized tax strategies.</li><li>▪ Consultation and Preparation of <b>Income Tax Returns</b> of over <b>100 Individuals</b> (Income ranging from <b>₹5L to ₹2Cr+</b>), <b>20+ Corporate and Firms</b> (Turnover ranging from <b>₹20L to ₹20Cr+</b>), ensured compliance with Income Tax regulations and addressed client-specific needs.</li><li>▪ Computation of <b>Advance Tax</b> liabilities of client.</li><li>▪ Preparation of <b>Rectification</b> submissions and Assisted in preparation of legal and factual submissions against statutory notices issued by Income Tax Authorities</li><li>▪ Obtained/Revalidation of <b>Registration of Charitable Trust</b> u/s 12A &amp; 80G.</li><li>▪ Preparation of Form <b>15CA</b> and <b>15CB</b> for foreign remittances in various cases of Import of Services</li></ul>
<b>Audit &amp; Assurance (Statutory Audit)</b>	<ul style="list-style-type: none"><li>▪ Audited a <b>diversified portfolio</b> of corporates which included<ul style="list-style-type: none"><li>• Audited and reviewed company engaged in manufacturing, exporting, distributing and installing Raised Access Floor, Security Personal Services, company engaged in the business of managing, auditing, validating energy bills for payment and overall cost effective utility management services.</li><li>• Conducting <b>Concurrent audit</b> and <b>Statutory audit of Public Sector Banks</b></li></ul></li><li>▪ Conducting audits by performing tasks ranging from vouching/verification to ledger scrutiny (including reconciliations of various data sets) to drafting and finalizing Financial Statements</li><li>▪ Assisted in conducting <b>Internal Audit</b> of company engaged in Manufacturing of Raised Access Floor</li></ul>
<b>Indirect Tax</b>	<ul style="list-style-type: none"><li>▪ Consultation and preparation of <b>GST monthly returns</b> (GSTR-1 &amp; GSTR-3B).</li><li>▪ Prepared and filing of <b>GST Annual Return</b> and <b>GST Audit</b> (GSTR-9 &amp; GSTR-9C)</li><li>▪ <b>Reconciliation</b> of GST Turnover, Input Tax Credit between Books of Accounts, GSTR-3B, GSTR-1, GSTR-2A, GSTR- 2B.</li><li>▪ Obtained <b>GST registration</b> of clients and Handled various Applications, amendment to GST registration- Core and Non-Core fields and GST Refund.</li><li>▪ Handled the filing of <b>DRC-03</b> for additional tax and interest payments</li><li>▪ Supported client accountants in GST-related <b>Accounting</b> and <b>E-way bill</b> generation.</li></ul>

## POSITIONS OF RESPONSIBILITY

<b>Assignment</b>	<ul style="list-style-type: none"><li>▪ Mentored Junior staff with constructive feedback &amp; actionable steps for performance improvement</li></ul>
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## OTHER INFORMATION

<b>Interests</b>	<ul style="list-style-type: none"><li>▪ Actively pursuing opportunities in equity investment in financial markets and enhance knowledge of trading strategies.</li><li>▪ Playing sports like cricket and carrom</li></ul>
<b>Strength</b>	<ul style="list-style-type: none"><li>▪ Creative Thinking, Effective communication with clients, ability to work under pressure and meet strict deadlines.</li></ul>
<b>Technical Skills</b>	: Proficient in Microsoft Office tools, Tally Prime, ClearTax, Spectrum GST software
<b>Languages Known</b>	: English, Hindi, Gujarati
<b>Date of Birth</b>	: 08 <sup>th</sup> January, 2001