

KANCHAN LOHANI

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EDUCATION

COURSE	YEAR	INSTITUTION	SCORE	REMARKS
CA Final (Both Groups)	May 2025	ICAI	58.5%	Exemption in 3 subjects
CA Inter (Both Groups)	Jan 2021	ICAI	57%	Exemption in 4 Subjects Cleared in First Attempt
CA Foundation	Nov 2019	ICAI	59%	Cleared in First Attempt
B.COM.	2019-2022	Delhi University	GPA 7.258	Cleared with First division.
Class XII	Mar 2019	CBSE	90%	Got 90 marks in 3 subjects.
Class X	Mar 2017	CBSE	GPA 7.6	-

WORK EXPERIENCE

Article Assistant at Sanjeev Neeru & Associates
(A 34 years old CA firm, P250+ Clients across sectors)

Jul 21 - Sep 24

AUDIT

- Conducted **physical inventory audits** for **pharmaceutical companies**, verifying stock accuracy and adherence to internal controls.
- Evaluated **compliance procedures** in automobile companies, focusing on **regulatory, tax, and internal policy adherence**.
- Executed various audit procedures in the areas of Payroll & Statutory liability such as TDS, Fixed Asset, Cash & Bank and Expenses.
- Scrutinized **ledgers**, reconciled debtor and creditor balances, vouched income & expenditures.

TAXATION

- Prepared and filed **over 150 Income Tax Returns** for individuals and companies revenue ranging from **INR 5 lakh to INR 15 Crores**.
- Executed **Tax Audit Reports independently** for LLPs, firms and non-corporate client in a range of sectors **manufacturing, retailing and other professional sectors**.
- Managed filing of approximately **60+ TDS/TCS returns** and **80+ GST Returns**, including annual returns and audits for a diverse range of taxpayers.
- Prepared and filed **SFT (Statement of Financial Transactions)** for a **listed entity**, achieving timely compliance with Income Tax regulations.
- Assisted in formulation and review of **replies to queries** raised by Income Tax Authorities during **Scrutiny and assessments u/s 142(1)/143/144**.
- Performed **GST Reconciliation** of **GSTR-2A/2B/3B** with **Books of Accounts**, ensuring accurate filing of **GSTR-3B, GSTR-1, and GSTR-4**.

OTHER AREAS

- Finalized **Books of Accounts** and prepared **Financial Statements** as per **AS & Schedule III** including cash flows of corporate entities.
- Filed various registration applications **u/s 12AB** for **charitable trusts**, ensuring timely and accurate submission

EXTRA-CURRICULAR ACTIVITIES & ACHIEVEMENTS

- Secured **Gold Medal** in Kho-Kho representing school in an interschool competition among **15 schools**, showcasing strong **teamwork and coordination**.
- Achieved **Consolation Prize** in an interschool dance competition with **100+ participants**, demonstrating **perseverance and a positive attitude**.

ADDITIONAL SKILLS

Additional Skills	Tally Prime, Tally ERP 9, MS Office, Web e-tax, basic knowledge of SAP
Languages	Fluent in English, Hindi
Certifications & Training	Advance Excel (10 Hours) CA Monk

