




# Nisha Choudhary

Chartered Accountant

 Mumbai, Maharashtra

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Aug 2024 - Current



## Professional Work History

### Assistant Manager – Finance & Accounts

#### *M/s The Byke Hospitality Limited*

- Provide Monthly MIS Report to Business Stakeholder Allowing them to understand the Depth of the Business and to take corrective steps.
- Perform Variance Analysis for Drivers of Changes to Sales, Profit and Cash Flows.
- Preparing & Analyse Department Wise Expenses Allocation to Understand Business Trends and Identify Unusual or Abnormal Transaction & Variance of Expenses in the Business.
- Develop and Assist in Forecast of Financial Result Reflecting Change from Trends, other Resources and upcoming Organizational and Regulatory Changes, Ensuring Forecast is Aligned with the Business Objectives.
- Finalization of financial statements with finance controller and preparing detailed working for schedule to balance sheet and profit & loss.
- Monthly closing of trial balance, analyzing provisional entries, scrutiny and periodical review / analysis of general ledgers. Monthly working for TDS, GST & other statutory dues.
- To Coordinate with Statutory & Other Auditors to Ensure Smooth Audit without Major Audit Observations.
- Preparing Quarterly Financials & Year end Financials

Oct 2023 - Jul  
2024

### Assistant Manager – Indirect Taxation

#### *M/s Mehta Chokshi & Shah LLP*

- Handled end to end GST compliance for various clients across diverse industries.
- Prepared & filed GSTR-1, GSTR-3B, and annual returns (GSTR-9/9C) within statutory timelines.
- Managed GST registrations, amendment, and cancellation processes on the GST portal.
- Conducted Input Tax Credit (ITC) reconciliation with GSTR-2A/2B using tally & excel.
- Responded to GST Notices and drafted replies for show cause and demand notices.
- Assist in GST audits and assessments, ensuring documentation and data validation.
- Coordinated with vendors and departments to resolve mismatch and compliance errors.

Jan 2022 – Sept  
2023

## Sr. Executive - Accounts

### M/s C Sahoo & Associates

- Led a team of 3 in performing statutory audits for companies in the various sectors covering trading, manufacturing & services.
- Managed assignments according to firm's methodology, focusing on financial instruments, direct costs, employee benefits while ensuring compliance with IND AS 115 and IND AS 116.
- Preparation of finalization of standalone and consolidated financial statements for group companies along with detailed schedule working.
- Conducted tax audits under section 44AB for corporate clients in manufacturing and trading ensuring adherence to tax regulations.
- Monthly closing of trial balance and books of accounts as per firm's policy. Monthly working for TDS, GST & other statutory dues.
- Conducted limited reviews, GST audits and prepared annual returns.

Jun 2014 – Dec  
2017

## Article Assistant

### M/s Bagaria & Co LLP

- Developed and executed detailed audit plans, leading statutory and tax audits across diverse sectors while ensuring compliance with regulations.
- Effectively managed and trained audit teams, managing workflows and enhancing collaboration to meet project deadlines and objectives.
- Successfully managed tax & bank audits and prepared income tax returns for a range of clients, optimizing tax positions and ensuring compliance with tax laws.
- Finalized financial statements and cash flow reports in accordance with accounting standards, providing accurate and timely documentation for stakeholders.
- Manage & oversee the effective implementation of basic accounting system.

## Education

2025



### Chartered Accountancy

*The Institute of Chartered Accountants of India, Mumbai*

2015

### Bachelor of Commerce

*Mumbai University, Mumbai*



### Software

- MS office suite
- Tally ERP, Tally Prime
- WebGST, Winhms, Winhms & Trustify.