

# OM PATEL

## Chartered Accountant (May'25)

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### PROFESSIONAL SUMMARY

Chartered Accountant with 3+ years of hands-on experience gained during article ship, covering statutory, internal, forensic, and tax audits for reputed institutions including the RBI, top PSU banks, and government bodies. Building a solid foundation in financial reporting, compliance, and control frameworks. Looking to bring this experience into a dynamic industry role that values analytical thinking, adaptability, and a drive for continuous improvement.

### WORK EXPERIENCE

#### Article Assistant

JLN US & Co. ,Vadodara | March-2022 - June-2025

- Led a team of 3–4 members in the Central Statutory Audit of a leading PSU bank with advances of ₹1 lakh crore, ensuring regulatory compliance and accurate financial reporting.
- Led and managed the Concurrent Audit of the Reserve Bank of India with a 4-member team, optimizing financial controls and ensuring adherence to GST, TDS, TCS, and RBI internal guidelines; with timely filing of TDS/TCS returns for RBI across 3 quarters.
- Directed forensic audits for individuals and private limited companies involving amounts exceeding ₹10 crores, identifying discrepancies and ensuring financial integrity.
- Executed internal audits for Dis-Coms, Port Authorities, and Pvt Ltd Co. including comprehensive reviews of payroll, fixed assets, and inventory; uncovered control gaps, revenue leakages, and inefficiencies, and delivered actionable insights to enhance internal controls and process efficiency.
- Conducted a Third-Party Compliance Audit of an EPF Trust, reviewing financial position, statutory compliance, investment regulations, and internal controls prior to trust surrender. Identified discrepancies against policy provisions and submitted a detailed report with recommendations for corrective action.
- Managed ITR Filing & tax audits for individuals & Public Ltd Co.
- Delivered accounting support for individuals & HOAs, ensuring accurate financial reporting & compliance.
- Handled stock audits and Fixed Assets verification for FMCG & Public Ltd Co. involving reconciliation, Accurate verification & measurement.
- Prepared Credit Monitoring Arrangement reports having detailed financial analysis for credit facility of clients

### EDUCATION

#### ➤ Chartered Accountant

- CA Final-  
Group I – May 2025 (182/300, 2 exemptions) | Group II – Nov 2024 (153/300)
  - CA Intermediate-  
Group I – Nov 2021 (215/400, 1 exemption) | Group II – Nov 2022 (246/400, 3 exemptions)
  - CA Foundation -Dec 2020 - (266/400,3 exemptions)
- B-Com. The M.S. University – May 2023 - 7.2 CGPA
- HSC – Mar 2020 - S.S.V. School – Scored 83.43%

### OTHER INFORMATION

#### ➤ Soft Skills:

- Leadership
- Time management
- Strong Communication Skills
- Problem solving attitude
- Adaptability

#### ➤ Technical Skills:

- MS Office (Advance) & Power BI
- Tally Prime & Erp
- Compu Tax
- Experience of Various softwares Like Finnacle ,I-Fas ,E-surja , E-Kuber.

#### ➤ Certifications:

- MS Excel (Forage.com)
- Technical Analysis Course (CA Rachna Ranade.com)