

SUMMARY

Chartered Accountant with a strong passion for Accounting and Finance, backed by practical experience in Tax, Audit, and Financial reporting. Eager to build a career in financial controllership and contribute to accurate, efficient, and compliant financial operations.

EDUCATION

Chartered Accountancy Institute of Chartered Accountants of India CA Final - Exemption in Financial Reporting & Advanced Financial Management CA IPCC - Exemption in Corporate Law CPT Score: 54%	📅 2025
M.Com University of Mumbai Passed with Distinction Score: CGPA 9.81	📅 2021
B.Com University of Mumbai Passed with Distinction Score: CGPA 9.28	📅 2019
12th (Maharashtra State Board) B.K.Birla College Scored 97 marks in Accounts Score: 86%	📅 2016
10th (Maharashtra State Board) Shree Gajanan Vidyalay Scored 99 marks in Sanskrit Score: 92%	📅 2014

LEADERSHIP ABILITIES & EXTRA CURRICULAR ACTIVITIES

- Trained and mentored 4 new colleagues for the period of 2 months in articleship.
- Supervised junior colleagues and ensured meeting daily deadlines during 2nd & 3rd year of articleship.
- Successfully Completed 10 levels of Abacus coursework, developing strong mental math and calculation skills.
- Received Formal training in classical music.

EXPERIENCE

Article Assistant

📅 Aug 2021 - Sep 2024

Sarangdhar & Co. (a 36 year old firm in Kalyan with 3 partners ,well known for Taxation and Audit services.)

📍 Kalyan, Maharashtra

Accounting & Audit

- Conducted thorough ledger scrutiny, **reconciled debtor and creditor balances**, and performed detailed income and expense **verification** as part of the audit team of a Private Ltd company.
- Prepared and **finalized books of accounts** of various proprietary entities and partnership firms.
- Developed comprehensive **financial projections, net worth certificates, and turnover certificates** to facilitate bank limit enhancements and renewals, demonstrating financial stability and growth potential.

Direct Tax

- Handled **Tax Audits of corporate and Non corporate clients** in range of sectors such as Consumer products, Real estate, Trusts, and other professionals, as well as **prepared Tax Audit Report in Form 3CA/CB-CD and 10B**.
- Prepared and filed **over 100 income tax returns** of varied client base.
- Experienced in preparation and filing of **TDS returns** for TDS on Salary and Non salary deduction, TDS on sale of immovable property.
- Ensured compliance with provisions related to **Advance tax**, including calculation and payment.
- Assisted in drafting detailed responses to **Assessment notices and Rectification orders**, ensuring compliance and addressing specific queries.
- **Advised** clients regarding compliance of **TDS provisions**, other **income tax provisions** and resolved related issues.

Indirect Tax

- Actively involved in **GST Audits, Monthly compliance processes and GST registration** of varied client base.
- Managed filing of **Forms GSTR 1 and 3B** for clients under **QRMP scheme** and **From GSTR 4** for **Composition levy**.
- Prepared and filed **VAT returns** and annual **VAT audit report** for a client in Hospitality sector.

SKILLS

Computer Proficiency: MS Excel, Office, PowerPoint, Tally, Marg ERP, Computax, Winman (CA ERP, TDS, GST), Zoho Books

Languages known: Marathi, English, Hindi