



CA Kunal Seelani

Chartered Accountant

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SUMMARY

Chartered Accountant with 4+ years of experience in audit, taxation, and financial reporting across India and UAE. Skilled in optimizing costs, ensuring statutory compliance, and delivering financial insights to support strategic business decisions. Proficient in Tally ERP, MS Excel, and tax filing software.

EDUCATION

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| CA Final The Institute of Chartered Accountants of India | May 2025 |
| CA Intermediate The Institute of Chartered Accountants of India | Jan 2021 |
| CA CPT The Institute of Chartered Accountants of India | June 2017 |
| B. Com Smt. Chandibai Himathmal Mansukhani College | 2017-2020 |

WORK EXPERIENCE

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| Senior Accountant PLAN3MEDIA EVENT MANAGEMENT LLC | Feb 2025 - Apr 2025 Dubai |
| <ul style="list-style-type: none">Managed event-wise Profit & Loss (P&L) statements, tracking revenue streams (Community events, School Events, F&B, merchandising) and controlling costs to ensure profitability for large-scale events.Developed and monitored event budgets (up to AED 2.4 million), forecasting revenue and controlling expenses for optimal cash flow.Reviewed and approved vendor invoices, contracts, and expense claims to maintain strict cost control and support event teams in financial decision-making.Coordinated with cross-functional teams (event planners, sales, and operations) to evaluate the financial feasibility of events and recommend pricing strategies for All Events.Filed accurate VAT returns and ensured compliance with UAE tax laws and reporting standards.Improved profitability by identifying cost-saving opportunities and renegotiating vendor contracts. | |
| Articled Assistant ANIL JAIN & CO | Apr 2021 - Jun 2024 Navi Mumbai |
| <ul style="list-style-type: none">Engagement of statutory audit like Tax audit and GST Audit.Utilized IDEA software for vouching and data analysis to enhance audit efficiency and accuracy.Report audit findings and to make recommendations for the correction of unsatisfactory conditions.Conducted concurrent audit of Co-operate BanksPhysical verification of inventory on quarterly basis and fixed assets on yearly basis.Filing Income Tax & TDS returns, GST returns and VAT returns of companies, firms and individuals.Preparation and filing of GST annual returns (GSTR9/GSTR9C).Preparation of Response to Notice's from IT Authorities and GST/VAT Departments and responsible for assessments.Liaising with the tax authorities on behalf of the clients during the assessment proceeding. | |
| Paid Assistant S. H. KUKREJA & CO | Jan 2019 - Aug 2020 Mumbai |
| <ul style="list-style-type: none">Preparation & finalization of annual reports including Auditor's Report, Director's Report & financial statements like Balance Sheet, Profit & Loss, Cash Flow Statement.Vouching, verification & finalization of books of accounts for various clients as applicable.Preparation of Tax Audit report u/s 44AB of Income Tax Act, 1961Preparing financial documents such as invoices, bills and reconciliation accounts payable and receivable (Ledger scrutiny).Assisting with budgets, preparing bank reconciliations, Verifying balances in account books and rectifying discrepancies. | |

SKILLS

Technical Skills: MS-Excel, Word, Power Point, Tally ERP 9, WINMAN, Clear Tax, Specta, FINACLE

Languages: English, Sindhi, Hindi