

CA CHAKSHU JAIN

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Education

| Qualification | Institute | Year | % Marks/ CGPA | Remarks |
|----------------------|---|------------|---------------|---------------|
| CA Final | The Institute of Chartered Accountants of India | May 2025 | 55.83% | Exemption-AFM |
| Bachelor of Commerce | Krishna University | 2019- 2021 | 81% | Distinction |
| Class XII (CBSE) | Nalanda Vidya Niketan | Mar 2018 | 87% | Distinction |
| Class X (CBSE) | Atkinson Senior Secondary School | Mar 2016 | 10 | |

Professional Experience

Qualified Chartered Accountant with 3 years of articleship experience in taxation, audit, and financial compliance. Worked in direct & indirect taxation, GST compliance, and statutory audits. Proven track record of managing diverse client portfolios and ensuring regulatory compliance across multiple industries.

M.K. Tated & Co., Vijayawada (Leading CA Firm having over 36 years of experience servicing 1000+ clients)

Senior Associate

Dec 2023- Mar 2024

Articled Assistant

Nov 2019- Nov 2022

Direct and Indirect Taxation:

- Prepared and **filed income tax returns** for **200+** individuals, partnership firms, and HUFs using tax software (e.g., Compu tax) and directly through the Income Tax Portal by collecting financial data, entering accurate details under appropriate heads of income.
- Prepared comprehensive **tax audit reports (Forms 3CA-3CD and 3CB-3CD)** under the Income Tax Act for clients across **diverse industries**, including a jeweler business with turnover exceeding ₹50 crore, a paint manufacturing company with turnover over ₹200 crore, and an electrical equipment manufacturer with turnover above ₹150 crore. Conducted detailed verification of financial data in Tally and Excel, ensuring compliance with key provisions such as Sections 40A(3), 269SS/269T, **TDS regulations**, and GST input/output reconciliation as per the **GST Act** and **ICDS** guidelines. Finalized audit reports using Compu Tax in line with all **44 clauses**.
- Verified depreciation calculations as per **Income Tax Act** and matched fixed assets register with accounting records.
- Handled **TDS compliance** by preparing and filing returns (24Q, 26Q, 26QB), ensuring correct deduction and deposit for payments **exceeding threshold limits** on rent, salary, and contracts through detailed expense-to-bank reconciliation, challan adjustment, and entry validation.
- Assisted clients in computing **quarterly advance tax liabilities** by analyzing financial statements, preparing tax challans.
- Assisted in **GST filing** process (GSTR-1,3B,9,9C) for diverse client base.

Audit:

- Co-led **statutory audit of PSU bank branch** with loan portfolio exceeding **INR250 crores**, preparing detailed LFAR reports.
- Performed comprehensive **financial statement audits** for various institutions, implementing **internal control testing and sampling procedures**.
- Conducted **stock audits to verify inventory levels**.
- Audited **key account balances**—including loans and advances, fixed assets, and accounts receivable/payable—by performing audit procedures such as **inspection** of loan agreements, obtaining **external confirmations**, reconciling balances with bank statements, conducting **physical verification** of assets, and verified depreciation and capitalization of fixed assets complied with AS 10.
- Audited expenses using **random sampling**; verified **audit evidence** by matching vendor invoices with accounting records and payments with bank transactions to **ensure completeness and accuracy**, and reported instances of missing supporting documentation.
- Provided **specialized certifications** including net-worth and turnover certifications.

Core Competencies

- Technical Skills:** MS Office Suite (Excel, Power point, Word), Tally ERP9/Prime, Compu tax.
- Languages:** English, Hindi, Telugu
- Microsoft Office Master Certification:** Excel using AI Workshop (June 2025)

Extra Curriculars

- Sports Leadership:** Represented school basketball team in CBSE Clusters Tournament
- Cultural Excellence:** Runner-up in group dance competition at State Level Commerce Fest, Andhra Loyola College