

EDUCATION				
COURSE	YEAR	INSTITUTION	MARKS	REMARKS
CA Final	May 2025	ICAI	53.33%	-
CA Inter	NOV 2022	ICAI	55.75%	Exemption in 3 subjects
CA Foundation	NOV 2019	ICAI	65.75%	-
B. Com.	2019-2022	DBRAU, AGRA	76.00%	-
Class XII	2019	UP Board (State Board)	75.00%	-
Class X	2017	UP Board (State Board)	83.00 %	-
WORK EXPERIENCE				
Articled Assistant at “Umesh Amita & Co.”, Agra				Dec ‘22– Mar’25
Articled Assistant at “Anuj Bali & Co.”, Gurugram				Mar’22– Nov’22
Audit	Areas Covered in Banks			
	<ul style="list-style-type: none">Ensure compliance with regulatory requirements and internal policies regarding Loans.Verification of CASAIncome Leakage Identification and PreventionVerification of Cash Retention LimitSite Visit for Stock CountLFAR CompliancesVerification of Khatauni (Land Records) to determine eligibility for agricultural loans			
Gst, Income tax and Others	Areas covered in Others			
	<ul style="list-style-type: none">Verification of cash and bank, Trade Receivable including its ageing analysisVerification of Revenue, Purchase, Operating expenses & Prepaid expensesChecked inventory valuation as per AS 2/IND AS 2 and done their physical verificationVerification of statutory dues, Ledger ScrutinyChecked Fixed assets and “Reconciliation of FAR with schedule and Trial Balance”Assisted in Review of Trial balanceVerification of Log Books and Service BooksContributed to CARO (Companies Auditor’s Report Order) reporting by verifying compliance with statutory provisions, internal control systems, and optimal utilization of asset			
Gst, Income tax and Others	<ul style="list-style-type: none">Assisted clients in obtaining GST registration and ensured compliance with GST lawsPreparation and filing of GST Returns (GSTR-1, GSTR-3B, GSTR-9, GSTR-9C) and performed GST reconciliations with books of accountsFiling of Income tax Returns of Individual, Firms and companiesFiled TDS returns (Form 24Q, 26Q) and conducted quarterly TDS compliance reviews.Drafting of Notice for the Registration U/S 80G of the Trusts and Charitable FoundationConducted Tax Audits and prepared and filed Form 3CA/3CB and 3CD as per the requirements of the Income Tax ActMajor Compliance-related work involved – Incorporation of Companies, drafting different legal Documents like Incorporation Related Documents, Annual Filings of companies and LLP, and other related workPrepared the books of accounts and Financial Statements for diverse clients, including Corporate Entities, Firms, Individuals, and Non-Profit Organizations as per Accounting Standards and Schedule III			
	Additional Information			
Technical Skills	<ul style="list-style-type: none">Tally ERP 9 & Prime , MS Excel , MS word , MS Power Point , Quick BooksKnowledge of Corporate Laws and Ind-AS			
Soft Skills	<ul style="list-style-type: none">Demonstrated ability to work independently and meet deadlines in a fast-paced environmentA Good Listener with analytical skillsDetail-oriented mindset with team management and Leadership			
Hobbies	<ul style="list-style-type: none">Travelling , Dancing , Listening Music			