



# CA VANDANA AMRUTIYA

CHARTERED ACCOUNTANT

## CONTACT

+91 9967275299

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Mumbai, India

## EDUCATION

May 2011

ICAI

- Chartered Accountant

April 2002

Mumbai University

- Bachelor of Commerce  
(B.Com.)

## SKILLS

- QuickBooks proficiency
- IBC-support service
- Bank/Stock/Concurrent Audit
- Financial Reporting & Analysis & MIS
- Team Management
- Project Finance
- Direct & Indirect Taxation
- Company /Partnership Firm Formation & Registration
- Forensic Accounting
- Audit and assurance
- Tax planning
- Payroll Management
- Accounts receivable/Payable maintenance
- Fixed asset register maintenance

## LANGUAGES

- English, Gujarati Hindi, Marathi.

## PROFILE

Accomplished Chartered Accountant with extensive experience in financial services, strategic planning, and audit functions. Proven expertise in QuickBooks, financial reporting and analysis, project finance, and company formation. Adept at managing independent assignments and driving team success in audit roles. Skilled in tax planning, payroll administration, and internal audit execution with a strong focus on compliance and efficiency. Career goal to leverage extensive experience to drive financial excellence and strategic growth within a dynamic organisation.

## WORK EXPERIENCE

Promotor at VMA & Co.,  
Chartered Accountants

2012 - PRESENT

- Established VMA & Co., an organization providing accounting & diverse financial services.
- Expertise in diverse areas, including QuickBooks, Account outsourcing, Payroll Management, Direct Tax, GST, Project Finance,, Company Formation,, MCA Compliances, & Virtual CFO service etc
- Expertise in IBC support service & Bank Audits

Partner at S.C. Salgia & Co.,  
Chartered Accountant

2015-2018

- Contributed as a Partner, focusing on financial operations and strategic planning.

MRM, Chartered Accountant  
Manager-Account & Finance

2008-2012

- Contributed to account, audit functions and financial analysis as a team member.
- Achieved team objectives through timely and accurate task completion.

Gitanjali Gems Ltd. Senior  
Account & Taxation Executive

2006-2007

- Served in a senior role, handling account and taxation responsibilities

Jyothy Laboratories Ltd.  
Account Executive

2005-2006

- Responsible for account management in a dynamic environment.
- Managed daily bookkeeping functions with attention to accounts receivable, accounts payable, banking reconciliation and disbursements