

**RITU DEY**  
**Chartered Accountant**  
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**Address: BAIKUNTHPUR, CHHATTISGARH**

### CAREER OBJECTIVE

To find a suitable position in the organization and strive to achieve more professional responsibilities utilizing my attitude and skills in an effective manner working towards excellence in delivery of service in an environment that promotes continual upgrading of knowledge & skills.

### Academic Qualifications

Year	Degree/Examination	Board/Institute	%/CGPA	Remarks
May 2025	CA Final (Both Groups)	ICAI	55%	Exemption in 3 subjects
Nov 2020	CA Intermediate (Group 2)	ICAI	55.5%	1st Attempt ,Exemption in 2 subjects
Nov 2019	CA Intermediate (Group 1)	ICAI	57.75%	1st Attempt ,Exemption in 1 subjects
Nov 2018	CA Foundation	ICAI	58.75%	1s Attempt
2018	Class XII	CBSE	82%	Scored 93 in Economics
2016	Class X	CBSE	8.6 CGPA	-

### Work Experience

<b>Article Assistant – LAXMI TRIPTI &amp; ASSOCIATES</b>	<b>(4Mar.2021 to 3Mar.2024)</b>
<b>Auditing and Assurance</b>	Assist in BANK AUDIT Includes evaluating loan files, calculating drawing power limit, Verification of cash, evaluating cash credit limit, verifying stock statement.
<b>Taxation</b>	Assist in compliance with INCOME TAX including Income tax return, TDS RETURN
<b>OTHERS</b>	Preparing Books of Accounts and Financial statement as per Accounting standards & Schedule III Preparing Bank Reconciliation statement. preparing of future projection report for Bank loan

### TECHNICAL SKILLS

TALLY ERP 9  
MS OFFICE  
TAX SOFTWARE (Compu tax )

### OTHER INFORMATION

**HOBBIES** Dancing , Trying new recipes , listening music

**STRENGTHS** Dedicated , self-motivated, punctual

### LANGUAGES KNOWN

English, Hindi, Bengali