

CA SAKSHI KUMARI

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Educational Qualifications

Examination	Institute	Term	%	Remarks
CA Final (Both Groups)	I C A I	May 2025	55.33%	Exemption in 3 Subjects
CA Inter	I C A I	May 2019	51.62%	Exemption in Cost Accounting
CPT	I C A I	Dec 2017	50.00%	-
B.Com (Accounts Hons.)	St. Xavier's College, Ranchi	2020	75.40%	Grade A
Class XII (ICSE)	Tagore Academy	2017	90.25%	School Topper in Commerce
Class X (ICSE)	Tagore Academy	2015	87.20%	-

Experience

Tax Assistant -Mohan Rao and Associates. | Oct 2022 to June 2025

- Filed **income tax and GST return**
- Financial **Accounting and trial balance review.**

Article Assistant – B.K. Saraiwala & Co. | Jamshedpur | Sept 2020 – Sept 2022

Financial Reporting Statutory Audit

- Drafted **Financial statement**, performed finalization of accounts.
- Done financial accounting, **consolidation and reporting** of group companies.
- Contributed **to month end closure and general ledger accounting**.
- Conducted **Tax Audit (Form 3CA/CB/ CD)** of Pvt. Ltd co, sole proprietor, partnership firm.
- Ensured **Compliance under Companies Act,2013** and reporting under **CARO 2020**.
- Performed **GST audit and GSTR 9 and 9C reconciliation**.
- Participated in **statutory audit** of Pvt. Ltd company and assisted in determining **Key Audit matters**.
- Participated in **risk assessment** and **variance analysis**.
- Drafted **cash flow statement and audit documentation**.
- Assisted in **Internal audit** in through **Tax compliance (TDS, GST, Income tax) and other statutory compliance**.

Article Assistant – R. Bansal & Associates |Ranchi | Sep 2019 – Sep 2020

Concurrent audit Other Assignments

- Conducted **concurrent Audit of a nationalized bank**
- Verified cash and **cash position reporting**
- Verified **internal control** procedures as per **RBI**
- Performed **Bank Reconciliation**.
- Reported deviations and **compliance issues**
- Participated in **GST and income tax return filings of multiple entities**.
- Performed **MSME registration**.

Technical Skills

Accounting Tools	Tax Platforms	Office Suite	Data Analysis
Tally ERP, Marg	Clear Tax, Genius	Excel, Word, PowerPoint	Power BI

Certificates

Diploma in Computer Accounting & Taxation – St. Xavier's College, Ranchi