

MANOJ KUMAR YADAV

Chartered Accountant

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NEW DELHI

SUMMARY

Recently qualified Chartered Accountant with strong foundation in statutory audit, financial reporting, and compliance, gained through 3 years of articleship training; eager to contribute to excellence in a reputed organization.

SKILLS

Core Competencies: Audit Planning, Statutory Audit, Vouching and Verification, Fixed Asset Verification, Preparation of Financial Statements, Materiality Assessment, Audit Documentation, Risk Assessment Procedures, Audit of Account Receivable

Soft Skills: Attention To Detail, Decision Making, Adaptability, Critical Thinking, Teamwork, Communication, Leadership, Project Management

Technical Skills: MS Excel, MS Office, Tally Prime, MS Word

Languages: English, Hindi

AWARDS AND CERTIFICATIONS

Audit Master Class Jul 2025
CA Monk

ACHIEVEMENTS

- 71 Marks in CA Final SFM
- Exemption in CA Final IDT
- 1ST Position in college Quiz Competition

EDUCATION

CA Final 2025
The Institute of Chartered Accountant of India

CA Intermediate 2022
The Institute of Chartered Accountant of India

CA Cpt 2016
The Institute of Chartered Accountant of India

B.COM 2024
IGNOU

EXPERIENCE

Article Trainee

Jun 2020 - Jun 2023

Ajeet Singh & Co

- Conducted comprehensive statutory audit for diverse entities in manufacturing and trading, ensuring full compliance with applicable regulations.
- Executed detailed vouching, verification, and analytical procedures for financial statement items, enhancing reporting accuracy.
- Assisted in the preparation and finalization of financial statements in accordance with IGAAP and Ind AS standards.
- Developed and implemented audit planning and audit procedures, maintaining thorough audit documentation for future reference.
- Performed walkthroughs, vouching, verification, and substantive testing of various ledgers and accounts, ensuring data integrity.
- Verified inventory existence and valuation through stock count observation, costing review, and cut-off testing.
- Performed testing of revenue recognition as per IND AS 115, including contract review, dispatch terms, and analytical procedures on sales.
- Review payroll expenses and statutory compliances and reconciled payroll records with HR and finance.
- Verified Property, plant & Equipment (PPE) including additions, disposals, depreciation, and physical verification as per IND AS 16.
- Conducted procedures on trade receivables and payables including external confirmations, aging analysis, ECL provisioning, cut-off testing, and GST reconciliation.

TRAININGS

- Advance ITT
- GMCS
- ITT
- Orientation Course