

## PROFESSIONAL QUALIFICATION

- CA Final - May 2025
- CA Intermediate - November 2019
- CPT - June 2018

## EDUCATION

- B. Com – May 2021 | CGPI: 8.86  
*Sydenham College, Mumbai University*
- H.S.C. – February 2018 | 88.77%  
*Thakur College, Mumbai*
- S.S.C – March 2016 | 86.60%  
*Queen Mary's High School, Bhayander*

## SKILLS

- Strong communication skills
- Delegation and team management
- Critical thinking and problem-solving
- Time management
- Leadership abilities
- Software: MS Office, Finacle, SAP, Tally ERP, Tally Prime, Compu-Office (Tax and TDS)

## INTERESTS

- Investment in Stock Market
- Trekking and trek organization
- Reading Fictional Books
- Cooking

## EXTRA-CURRICULAR ACTIVITIES

- Organized and led office trekking events
- Participated in college events such as Dhun in degree college and Tarangan in junior college
- Participated in Badminton tournament conducted by Vasai branch of ICAI

## LANGUAGES

- English
- Hindi
- Marathi
- Avadhi

## WORK EXPERIENCE

### Senior Audit and Tax Assistant – Audit and Taxation | JCR & Co. LLP *May 2024 – Present*

- **Conducted Statutory Audits** of start-up companies, ensuring compliance with regulatory and reporting standards.
- **Supervised** the filing of Income Tax Returns for Individuals, HUFs, Partnership Firms, and Companies, including computation.
- **Conducted Tax Audits** for Individuals, HUFs, Firms, and Companies in accordance with Income Tax Act provisions.
- **Prepared and filed Form 15CA & 15CB**, ensuring adherence to foreign remittance regulations and income tax compliance.
- **Assisted in providing consultancy** to a Mutual Fund Distributor (MFD), ensuring compliance with AMFI guidelines and operational procedures.
- **Performed Concurrent Audit** of the Depository Participant (DP) segment of a listed private sector bank.
- **Carried out Due Diligence** of a Non-Banking Financial Company - Micro Finance Institution (NBFC-MFI) as appointed by a Financial Institutions
- **Performed comprehensive Due Diligence** of a Mutual Fund Distributor, as appointed by AMFI, ensuring strict compliance with regulatory norms and applicable circulars.

### Article Assistant – Audit and Taxation | JCR & Co. LLP *February 2020 – February 2023*

- Worked on multiple clients, including first year clients, from various industries with active involvement in all stages of audit viz. Planning, Delegation, Review, Fieldwork, Completion and Reporting.
- Statutory Bank Branch Audit of **listed PSU Bank**
- Executed **Statutory Audit** of a **PSU in the mineral processing sector** with turnover exceeding ₹1,000 Cr, ensuring compliance with Ind AS, Companies Act, and CARO 2020 reporting requirements.
- Carried out **Statutory Audits** of start-ups in **IT and software development sectors**, and private companies in the **wearable apparel manufacturing industry**.
- Involved in **Internal Audit** of a **Central Government-owned Recruitment Agency**, focusing on internal controls and process improvements.
- Conducted **Stock and Receivable Audit** for a subsidiary of a **listed steel manufacturing company**.
- Assisted in **GST Audit and GSTR-9A filing** of a **listed insurance company**, reviewing ITC reconciliation and return compliance.
- Prepared and filed **Income Tax Returns and TDS returns** for Individuals, HUFs, Firms, and Companies; provided support in **TDS/TCS and GST return filings**, including advisory on applicable provisions.
- Performed **Tax Audits** in accordance with Section 44AB of the Income Tax Act for various types of entities.
- Provided consultancy services to a **government-recognized Women's University**, analyzing historical balances and recommending suitable **write-off/write-back treatments**.
- Drafted **Financial Statements** including notes to accounts as per **Schedule III of the Companies Act, 2013**, and ensured appropriate disclosures and reporting under **CARO 2020**.
- Contributed to **administrative and business development activities**, including **tender preparation**, etc.