

# JASEEL

## Chartered Accountant

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### PROFESSIONAL QUALIFICATIONS

Year	Examination	Institution	Performance	Remarks
May 2025	CA Final	The Institute of Chartered Accountants of India	53.17%	<b>Exemption</b> in Financial Reporting, Indirect tax and Advanced financial management.
Nov 2022	CA Intermediate		59.13%	<b>Exemption</b> in Law, Advanced Accounting and Financial management.
Dec 2023	M.Com	Indira Gandhi National Open University	55.64%	Specialization in International business.
Apr 2020	B. Com	University of Calicut	62.20%	Secured first division.
Mar 2017	Class XII	Kerala Board of Higher Secondary Education	83.83%	-
Mar 2015	Class X	Central Board of Secondary Education	CGPA-9	A1 in 5 subjects.

### PROFESSIONAL EXPERIENCE

#### 1. Articled Assistant at Anil Nambiar and Associates - Chartered Accountants, Kochi, Kerala.

Jan 2022- May 2024

<b>Statutory Audit</b>	<ul style="list-style-type: none"><li>• Executed <b>end-to-end statutory audits</b> for 50+ corporate and non-corporate clients (₹50L–₹100Cr turnover) across diverse sectors, ensuring 100% compliance with <b>Accounting Standards, Schedule III, and CARO 2020</b>.</li><li>• Conducted <b>stock audits, fixed asset verification, and analysed financial statements</b>, managing the full audit cycle from planning to execution and report filing, delivering accurate and timely audit outcomes.</li><li>• <b>Led the internal audit</b> of an unlisted public company in shipbuilding and ship repairs, improving internal controls, operational efficiency and risk management frameworks.</li><li>• Performed <b>vouching, ledger scrutiny, bank reconciliations, debtor/creditor ageing analysis, and related-party transaction reviews</b>, while <b>evaluating internal controls and processes</b>.</li><li>• <b>Facilitated client communication</b> and coordinated with managers and team members during audits, preparing <b>comprehensive audit work papers</b> to support analysis of audit findings.</li></ul>
<b>Taxation</b>	<ul style="list-style-type: none"><li>• Executed <b>Tax Audits u/s 44AB</b> for diverse clients (individuals, companies, partnerships, charitable trusts), preparing audit reports (Forms 3CA/3CB-3CD/10B) and provided <b>tax planning</b> and compliance insights.</li><li>• Independently managed the preparation and filing of <b>100+ Income Tax Returns and 25+ TDS/TCS returns</b>, including <b>drafting responses to notices</b>, ensuring <b>regulatory adherence</b>.</li><li>• Prepared and filed <b>100+ GST returns (including GSTR9/9C)</b> for diverse clients, including an unlisted public company in SEZ, providing <b>GST compliance and ITC advisory</b> to optimize tax outcomes.</li></ul>
<b>Others</b>	<ul style="list-style-type: none"><li>• Prepared <b>provisional and projected financial statements, stock statements, and management reports</b>, supporting client funding and strategic decision-making with <b>trend and variance analysis</b>.</li><li>• Administered <b>ROC filings (AOC-4, MGT-7, DIR-3, ADT-1/3)</b>, ensuring adherence to <b>MCA regulations</b> and <b>corporate governance standards</b>.</li><li>• Participated in a <b>due diligence engagement</b> for the acquisition of a non-corporate client analysing <b>key risks, variances, and deal considerations</b>, providing actionable <b>business advisory recommendations</b>.</li></ul>

#### 2. Articled Assistant at Radha & Co Chartered Accountants, Kozhikode, Kerala.

Jan 2021- Dec 2021

- Drafted **Financial Statements** as per Accounting Standards & Schedule III including **cash flows** and assisted in audit procedures for a cooperative rural bank focusing on compliance, verification of accounts, and regulatory adherence.
- Assisted clients with accurate registration on ITR, GST, and MCA portals, ensuring smooth onboarding and compliance readiness.

### TECHNICAL SKILLS AND LANGUAGES

- **Proficient in Advanced MS- Excel, Word and PowerPoint**
- **Financial Modelling & Valuation:** DCF, scenario & sensitivity analysis.
- Proficient in **Tally Prime, Tally ERP 9, and Winman Tax** package.
- **Language:** English and Malayalam.

### LEADERSHIP AND EXTRA CURRICULAR ACTIVITIES

- Organized monthly knowledge-sharing sessions at the audit firm, fostering continuous learning and collaboration among staff.
- **Founder – My Tax Box:** Helped individuals assess ITR eligibility (via Google Forms tool) and assisted with tax filing and refunds.
- Awarded Black Belt in Karate, Secured 3rd place in individual fighting at the Kenyuryu South Indian Invitational Karate Do Championship