




SUMMARY

Highly motivated Articled Assistant currently pursued the Chartered Accountancy course through the **Direct Entry Route**. Have gained practical experience at a mid-sized CA firm, where I worked on financial audits, tax return filing, preparing financial statements, and maintaining accounts. Comfortable handling multiple tasks and solving problems efficiently, even under pressure. Known for being a team player with a strong work ethic. Looking forward to learning more and contributing to the success of the organization.

PROFILE


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 [Linkedin](#)

AWARDS AND CERTIFICATIONS

Investment Banking job Simulation

 Jul 2024

Forge

EXTRA CURRICULUM ACTIVITIES

District level **Chess** Player in Khel Mahakumbh in 2018

**Co-ordinated Events 2019-21, Gandhinagar, Gujarat**

Such notable events : **Vibrant Gujarat Summit 2019**

Gujarat Navratri Festival, Plast India, Gujarat Gold Jewellery Show(**GGJS**), Ceramic India, Engitech, ITMech, Khadya Khurak and many more.

SKILLS

Clear Tax

Advance excel

Excel

Power Point


Tally

MS Office

Compu Office

EDUCATION-


CA Final

 2024-25

Institute of Chartered Accountants of India

(Cleared both groups in **1st attempt** with Exemption in 3 papers.) **Score:** 361/600


CA Inter

 2022-23

Institute of Chartered Accountant of India

(Cleared both groups in **1st attempt** with Exemption in 5 papers.) **Score:** 469/800


Bachelor of Commerce

 2021

Gujarat University

**Score:** CGPA 7.4


12Th Commerce

 2018

Laxman Gyanpith

**Score:** 76.85%

10th


 2016

Gujarat State education board


**Score:** 73.33%

EXPERIENCE

Article Assistant

 Dec2022 - Aug2025

JRSM and Associates

 Vadodara

(Emerging CA Firm in the field of RERA and headquartered in Vadodara with one branch, with 250+ projects for RERA and many more)

Taxation :


- Responsible for GST - Regular(GSTR-1/3b) and **Annual return filing(GSTR -9/9C) & Reconciliation** between 2A/2B vs 3b vs Books and GSTR 1 vs 3b vs Books of Clients having Turnover more than 100 cr.
- Handled **Income Tax** for individuals, partnership firms, LLPs, trusts, and corporates for client base in **Construction** Sector, **Transport** business, **Healthcare** Services, **Jewellery** Business etc.
- Involved in **assessment** and handling Income Tax/GST notices, SCN and Appeals replies, Also involved in **Search case** (income tax)for 2 clients.
- Handled TDS return filing such as 24Q, 26Q, 26QB, 27Q, 27EQ on a quarterly basis for individuals, partnership firms, LLPs, trust, and corporates clients.
- Prepared Tax Audits forms, 3CA/3CB, 3CD, Deferred tax calculation, Tax reconciliations, **MAT/AMT** tax Calculation u/s **115JB-115JC, Form 29C** etc.
- Responsible for **Advance tax** compliance for 2 years for more than 100 Clients

. RERA :


- Worked on RERA compliance processes, including maintaining project data, RERA Audit, Certification, preparing necessary documentation, and ensuring timely submissions in accordance with RERA regulations.
- Involved in issuing **advisory** on RERA compliance on a monthly basis for Commercial, Residential or both projects.

**Others works such as Stock audit, statutory audit of clients in the field of Real Estate sector, Manufacturing Companies.**

Article Assistant

 Dec 2021 - Nov 2022

M. S. Patel and Associates

 Ahmedabad

- Conducted detailed audit assignments and ensured compliance with regulatory standards, contributing to the accuracy and reliability of financial reports.
- Collaborated with the team to **prepare comprehensive financial statements** and related documentation, focusing on **Co-operative societies in the Dairy sector**.
- Handled GST-Income tax and TDS return filing.