

OBJECTIVE

Detail-oriented and motivated Chartered Accountant (CA) with a strong academic background and internship as well as professional experience in accounting, auditing, taxation and financial management, seeking an opportunity to contribute effectively skills and knowledge in a dynamic organization.

EDUCATION

Course	Year	Institution	Marks	Remarks
CA Final Group 1	May 2025	ICAI	166/300	Exemption in 1 subject
CA Final Group 2	Nov 2024	ICAI	159/300	Exemption in 1 subject
Intermediate Group 1	Nov 2019	ICAI	200/400	-
Intermediate Group 2	May 2022	ICAI	202/400	Exemption in 1 subject
Foundation	Nov 2018	ICAI	223/400	Exemption in 1 subject
GHSEB - Class XII	Mar 2018	Saint Xaviers High School	505/750	Class topper with 83 marks in Accounting
GSEB - Class X	Mar 2016	Saint Xaviers High School	407/600	-

WORK EXPERIENCE

Accounts Executive, NR Doshi & Associates LLP, Ahmedabad

Dec 2024 – Mar 2025

- Conducted Inter Company Reconciliations of various clients along with data transfer from R12 to Oracle.
- Conducted Bank Reconciliations.

Employee, DV Sheth & Associates, Jamnagar

Jan 2024 – Aug 2024

Articled Assistant, DV Sheth & Associates, Jamnagar

Jan 2021 – Dec 2023

Statutory Audit

- Assisted in conducting audits of various clients, gaining exposure to audit planning, testing, and reporting.
- Supported in the preparation of financial statements and audit reports.
- Prepared audit documentation and assisted in the drafting of audit reports.

Taxation

- Handled Various GST assignments relating to compliances, including tax payments & refunds of clients involved in different lines of businesses.
- Assisted in preparing audit reports and documentation for indirect tax assessments.
- Registration under Income Tax and preparation of income tax returns of Individuals, HUF, Partnership Firms and Companies.
- Assisted in Tax Audit and preparation of Tax Audit Report of various entities.

Miscellaneous

- Preparation of Books of Accounts & Financial Statements.
- Assisted in reconciling bank statements, processing invoices, and maintaining financial records.

SKILLS

Additional: Financial Statement Analysis, Financial Modeling, Bank Reconciliations, Auditing and Compliance.

Technical: Tally ERP, MS Excel, MS Word, MS PowerPoint, Power BI.

LANGUAGES

Fluent in English, Conversational proficiency in Gujarati, Hindi