

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** 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**, esuring **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 proceduresson **trade receiveables and payables** including external confirmations, aging analysis, ECL provisioning, cut-off testing, and GST reconciliation.

TRAININGS

- Advance ITT
- GMCS
- ITT
- Orientation Course