

EDUCATION

COURSE	YEAR	INSTITUTION	MARKS	REMARKS
CA Final	May 2025	The Institute of Chartered Accountants of India	53.33%	Exemption in Indirect Tax
CA Intermediate	July 2021		52.25%	Exemption in Accounts, Financial Management
CA Foundation	Nov 2019		64.75%	-
B.Com (H)	Aug 2022	Seth Anandram Jaipuria College	85.15%	First Class Distinction
Class XII (ISC)	May 2019	Dreamland School	91.25%	-
Class X (ICSE)	Mar 2017	Stepping Stone School	91.80%	-

WORK EXPERIENCE

Accounts and Tax Executive, KVR & Associates, Kolkata

(Dec'24 – Present)

- Ensured end-to-end compliance of TDS u/s 192, 194C, 194J, 194Q, and 195, reducing notice risk by 95% through monthly reconciliations
- Led quarterly advance tax computations for individuals, corporates and LLPs, ensuring zero interest liability under sections 234B/234C.
- Ensured 100% timely and accurate filing of GSTR-1, GSTR-3B, and annual returns, eliminating penalties and maintaining flawless compliance record.
- Automated ITC reconciliation using Tally Prime, reducing manual effort by 40%.
- Ensuring accurate month-end reporting by identifying and correcting mismatches between books and GST portal. Maintained compliance through timely adjustments, rectifications, and follow-ups on unmatched entries.

Article Assistant, ASRK & Associates, Kolkata

(Oct'21 – Sep'24)

- Managed tax computations and filed Income Tax Returns for more than 100 entities, including companies, partnership firms, individuals, and HUFs.
- Assisted in tax planning by strategically managing an equity portfolio, optimizing tax liability through capital gain adjustments and loss harvesting before fiscal year-end.
- Assisted in preparing documentation and representations for Income Tax notices under sections 139(9), 143(1), 143(2), and 142(1) ensuring legal compliance and protecting client interests.
- Prepared and filed quarterly TDS returns for clients across industries.
- Drafted and replied to GST departmental notices including ASMT-10, DRC-01A and DRC-01 ensuring timely compliance and favorable resolutions. Filed and pursued GST appeals under Section 107, including drafting Grounds of Appeal, Statement of Facts, and collating documentary evidence.
- Facilitated new GST registrations and amendments across 5+ states, ensuring timely setup and seamless transition.
- Reviewed quality of earnings, cash flows and net working capital during audit assignments.
- Prepared variance analysis and trend reports to identify unusual movements impacting profitability or liquidity.
- Assisted in preparing data books summarizing key financial findings for client presentations.
- Identified potential red flags impacting transaction negotiations.
- Assisted in M&A due diligence support for corporate clients by validating financial information and preparing audit-ready schedules.
- Managed annual ROC filings and ensured compliance with Companies Act for clients, including filing of annual returns.
- Conducted management audits to ensure statutory compliances and correct reporting.
- Facilitated Professional Tax, EPF and ESI compliance and overseeing computation for various clients.
- Ensured accurate finalization of financial statements with schedules and annexures.
- Prepared audit working papers including ledger scrutiny, depreciation, vouching and ratio analysis.

EXTRA-CURRICULAR ACTIVITIES, SKILLS, ACHIEVEMENTS & INTERESTS

Technical Skills	<ul style="list-style-type: none"> - Proficient in MS-Office (Excel, Word & PowerPoint), Tally Prime.
Extra-Curricular	<ul style="list-style-type: none"> - Served as Managing Committee Member of the Eastern India Chartered Accountants Students Association. - Hosted various sessions with 1000+ participants organized by Institute of Chartered Accountants of India. - Authored multiple articles featured in ICAI Newsletters. - Acted as emcee for Regional Conference, National Conference and social media manager of team EICASA. - Active participant in Elocution contests of ICAI, college, school and passionate public speaker.
Interests & Hobbies	<ul style="list-style-type: none"> - Networking: Actively participated in ICAI-organized seminars and conferences to build professional connections and stay updated with industry developments. - Public Speaking: Active elocution participant, enjoys engaging audiences with clarity and confidence. - Kho Kho: Team Captain and Best player of the Kho Kho Team during school life. - Sketching & Painting: Express creativity through detailed sketches and acrylic and watercolor artworks. - Tax Research: Enthusiastic about analyzing tax provisions.