

Vipin Kumar | Chartered Accountant

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PROFESSIONAL & ACADEMIC QUALIFICATION				
Examination	Institute	Year Passed	Marks	Remarks
CA Final	ICAI	May 2025	52%	Exemption in AFM and IBS
CA Intermediate	ICAI	May 2023	51.75%	Exemption in Advanced Accounting
B.COM	Delhi University	2022	55.62%	-
12th	CBSE	2017	92.20%	-
10th	CBSE	2015	79.80%	-

WORK EXPERIENCE	
Article Assistant at Bhardwaj & Co. (Faridabad) July 2020 - July 2023 <i>(Renowned CA firm in Direct Taxation and Indirect Taxation with a clientele of 100+clients)</i>	
Taxation, Finance & Audit	<ul style="list-style-type: none">• Drafted GST notice replies, managed appeals, and optimized Input Tax Credit (ITC) as per Rule 42.• Assisted in the preparation of financial statements, including Profit & Loss accounts and Balance Sheets for medium businesses.• Managed GST refund applications, prepared supporting documentation, and coordinated follow-ups.• Liaisoning with GST and Income Tax departments for submission of documents and resolution of queries.• Maintained client communication, ensuring timely compliance and addressing assessment or refund-related issues.• Prepared and filed over 100 GST returns (GSTR-1, GSTR-3B, GSTR-9, GSTR-9C), including those for listed entities.• Conducted comprehensive GST audits and GST health checks for listed and unlisted entities with annual turnovers ranging from INR 20 crore to INR 1000 crore.• Drafted responses to notices issued by the GST department and managed the filing of Appeals and processing of refunds for more than 5 clients.• Administered and optimized common Input Tax Credit (ITC) under Rule 42 to enhance financial efficiency for clients with turnovers exceeding INR 1000 crore.• Provided expert indirect tax consultancy on supply classification, HSN/SAC codes, tax rates, exemptions, blocked credit under Section 17(5), place of supply, and GST applicability.• Led engagements for clients across diverse sectors, including manufacturing, distilleries, hospitality (hotels and institutes), import/export, and real estate.• Engaged in preparation and filing Income Tax Returns for various salaried & business individuals and verification of bank statements.• Conducted Statutory Audits of medium-sized entities across diverse sectors, ensuring compliance with applicable accounting standards and regulatory requirements.• Assisted in preparing audit documentation, testing internal controls, and finalizing financial statements.

LEADERSHIP	
<ul style="list-style-type: none">• Mentored day-to-day work of 5 article assistants and oversaw the overall work of a listed client. Collaborated with team to optimize workflow and achieve objectives.	

ADDITIONAL SKILLS	
Technical Skills	<ul style="list-style-type: none">• Proficient in MS Office (Excel, Word, PowerPoint, Outlook), Compu-office, Cleartax, Tally ERP.
Languages	<ul style="list-style-type: none">• Hindi & English