

# ANSHU KUMARI

Chartered Accountant

[anshukumarin24@gmail.com](mailto:anshukumarin24@gmail.com) | ☎ 7044189463

## EDUCATIONAL BACKGROUND

| Course           | Year            | Institution                      | %\CGPA    | Remarks                                  |
|------------------|-----------------|----------------------------------|-----------|--|
| CA Final         | May-25          | ICAI, Kolkata                    | 52.84%    | Exemption in <b>1 out of 6 subjects.</b> |
| CA Inter         | Dec-21 & Jan-21 |                                  | 55.63%    | Exemption in <b>3 subjects.</b>          |
| CA Foundation    | Nov-19          |                                  | 70.5%     | Cleared in <b>First attempt.</b>         |
| B. Com(H)        | April-22        | St. Xaviers' college, Autonomous | 7.71 CGPA | -  |
| Class XII (CBSE) | Mar-19          | Ashok Hall School, Kolkata       | 91.5%     | -  |
| Class X (CBSE)   | Mar-17          | R.S.M Public school              | 10CGPA    | -  |

## PROFESSIONAL EXPERIENCE

### Article Assistant, S.Jaykishan, Kolkata

Oct 2021- Dec 2024

Leading CA firm, headquartered in Kolkata with 5 branches, 18 partners and 100+ staff

|   |   |
|---|---|
| Statutory Audit   | <ul style="list-style-type: none"> <li>➤ Reviewed the preparation of financial statements as per applicable <b>Financial Reporting Framework</b> and Schedule III of the Companies Act, 2013 including cashflow of corporate entities having turnover in the range of ₹ 4 -10 crores.</li> <li>➤ Led a 4-member team in audit planning, execution, <b>CARO Report</b> preparation and drafting of <b>Auditor's Report</b>.</li> <li>➤ Scrutinized Ledgers, vouched for income &amp; expenditures, and verified <b>Debtors and Creditors</b> Balances by following <b>External confirmation procedures</b> as per SA 505.</li> <li>➤ Analyzed Financial Statements with a turnover of Rs 220 Crore using key ratios (Current Ratio, Inventory Turnover Ratio, Account Receivable Turnover Ratio, Quick Ratio).</li> <li>➤ Ensured statutory compliances, encompassing <b>TDS, TCS, PF and other Payroll</b> related items.</li> <li>➤ Performed <b>ageing analysis, vouching and verification, bank reconciliation statement and MCA Filing</b>.</li> <li>➤ Verified <b>RPT transactions and CSR applicability and provision recognition</b>.</li> <li>➤ Conducted <b>inventory valuation, Fixed Asset and Depreciation assessments, Borrowing costs &amp; Revenue</b> as per applicable Standards.</li> <li>➤ Conducted limited review and statutory Audit of <b>Listed company – SAIL and Maharashtra state electricity Distribution company limited (MSEDCL)</b></li> </ul> |
| Bank Audit & LR (Listed Bank having total income over 25000 crores)           | <ul style="list-style-type: none"> <li>➤ Analyzed financial statements of bank (<b>Nagpur Branch and Asset Recovery Branch Pune of Bank of India</b>) in order to identify risk</li> <li>➤ Ensured <b>sanction of new loan</b> are not prejudicial to the interest of bank</li> <li>➤ Checked <b>Form 111, NPA recovery and restructuring</b> at branch and regional level</li> <li>➤ Supported in preparation of <b>LFAR</b> and finalization of Annexures, checking <b>of stock statement, Drawing power</b>.</li> </ul>  |
| Direct Taxation   | <ul style="list-style-type: none"> <li>➤ Executed the preparation and E-filing of <b>100+ Income Tax returns</b> and conducted <b>over 50 Tax audits</b>, ensuring adherence to relevant laws and regulations.</li> <li>➤ Conducted <b>tax audits u/s 44AB</b> of the I.T. Act 1961, prepared and filed <b>3CD</b> reports, Forms <b>3CA, 3CB</b> and <b>3CD</b>.</li> </ul>  |
| Internal Audit (Pvt Ltd company with 300 crore turnover) and other assignment | <ul style="list-style-type: none"> <li>➤ Prepared <b>branch efficiency report</b>, expense variance, inter-branch reconciliation (<b>Trading and Healthcare sector</b>)</li> <li>➤ Led a team and checked compliance and adherence to internal control policies</li> <li>➤ Checked <b>revenue recognition, debtors ageing, slow and non-moving inventory</b></li> <li>➤ Tax file preparation for companies and individuals.</li> <li>➤ <b>Tax audit</b> of non-corporate clients, GST reconciliation of companies.</li> </ul>   |
| ROC   | <ul style="list-style-type: none"> <li>➤ Drafted and filed MCA forms like <b>DPT-3 &amp; AOC-4</b>.</li> </ul>  |

## EXTRA-CURRICULAR ACTIVITIES

|                  |   |
|------------------|---|
| Technical Skills | <ul style="list-style-type: none"> <li>➤ Proficient in <b>MS-Excel, Word and Power Point</b>.</li> <li>➤ Pursuing a certification course on "<b>Microsoft Office</b>" &amp; "<b>Advance Excel</b>".</li> <li>➤ Well-versed with <b>Tally ERP 9</b></li> <li>➤ Familiar with UI of <b>SAP, Finacle</b>.</li> </ul> |
|------------------|---|