

EDUCATION

Bachelor of Commerce | Pt. Ravishankar Shukla University, Raipur (C.G)

12th St. Xavier's High School | ICSE Raipur, (C.G)

10th St. Xavier's High School | ICSE Raipur, (C.G)

SOFTWARE PROFICIENCY

- Microsoft Office
- Tally Prime
- Compu Office

STRENGTHS

- Confidently take up new challenges and do things efficiently.
- Team Player
- Goal Oriented
- Team Management
- Effective Communication
- Time Management
- Analytical Thinking
- Adaptability

PERSONAL INFORMATION

Languages : English, Hindi

HOBBIES

- Painting
- Badminton
- Cricket

Skills/ Extra Curricular Activities

- 1)Awarded Golden Gloves
- 2)Participated In Relay Race
- 3)Participated In Pratibha Ki Khoz Quiz competition
- 4)Participated in Ryan Minithon
- 5)Awarded Best Attendance Award for the Year 2022-23 in Articleship.

Professional Qualification

The Institute of Chartered Accountant of India

CA Final May'25 364/600 (60.67%)

- Secured Exemption in 4 subjects

CA Intermediate 410/800 (51.25%)

- Secured Exemption in:
 - Advanced Accounting

CPT 135/200 (67.5%)

Articleship Experience

Tarwani & Associates, Chartered Accountant (Raipur)

Statutory Audit and Tax Audit

- Key role in **Understanding the Business** of new client from ground level, **analysis of Financial Statements** & performance of substantive audit procedures.
- Performed **process walkthrough** of key processes (**Revenue, Payroll**), identified **potential risk areas** and executed **test of controls**.
- Detailed **Ledger Scrutiny, Debtors & Creditors** reconciliation and **physical verification of Assets**.
- Performed substantive audit procedure on areas involving **Accounts Payable, Accounts Receivable, Payroll, Fixed asset, Cash & Bank, TDS and Other Expenses**.
- Obtained **External Confirmation** from debtors, creditor and bank balances as per **SA 505**. Applied **substantive analytical procedures** i.e **trend analysis, periodic comparisons** to identify unusual deviations according to **SA 520**.
- Assisted in finalization of **Financial Statement** and **preparation of Audit Report** as per **SA 700**.
- Worked on compliance related to **CARO** and **Schedule III**.
- **Variance analysis** of income and expenses.
- Assisted in **Audit planning** by performing **Analytical procedures to determine Preliminary Materiality** thresholds and identify high-risk accounts or transactions. Executed audit procedures, prepared financial statements, and supported audit reporting.
- Conducted various **Stock audits**.
- Led comprehensive audit engagements by **conducting walkthroughs** to assess business processes, identify risks, and **evaluate internal controls' design and implementation**. Performed **Tests of Controls (TOC)** to assess operational effectiveness and applied **Tests of Details (TOD)** and **Substantive Analytical Procedures** for key areas, including Accounts Payable, Accounts Receivable, Payroll, Fixed Assets, and Cash & Bank.
- Built strong **client relationships** by effectively **communicating audit findings**, discussing risk mitigation strategies, and ensuring smooth coordination between clients and the audit team.
- **Tax Audit u/s 44AB of Income Tax Act' 1961** of firms and individuals of 30+ clients.
- Drafted Forms **3CA, 3CB and 3CD** reports and ensured compliance as mentioned there in under Income Tax Act.
- Perform monthly **Bank Account Reconciliations** to ensure 100% accuracy of company and bank records.
- Manage & supervise the execution of **external /statutory Audit engagements** of clients of various industries(ranging from Healthcare, Trust, Rice Mill, Manufacturing Of Iron & Steel, Real Estate)
- Independently led Statutory audit fieldwork for **Manufacturing of Iron & Steel** clients, with Turnover ranging from 50 crore to ₹100 crore, ensuring compliance with **Audit standards** and presenting finding to the senior manager.
- Developed and implemented detailed **Audit programs**, conducted preliminary analytical reviews by comparing **current and prior year** figures, performing **Substantive audit procedures** such as vouching, verification, and confirmation of financial transactions.
- Maintained detailed **Working papers** and **Audit documentation** in accordance with ICAI and firm guidelines.
- Clients Handled: 1) Shri Sunder Agro Industries. 2) Krishna Tires. 3) Indian Ispat & works Pvt Ltd. 4) Sanjay Bajpai Builders Pvt Ltd 5) Narayana Hospital
- Maintained **Detailed Working Papers and Audit Documentation** In Accordance With ICAI and Firm Guidelines.