

# Priyam Oza



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Dahisar, Mumbai.

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## PROFESSIONAL PROFILE

Semi Qualified CA with over five years of experience in auditing, accounting, and taxation. Proficient in conducting concurrent audits at various bank branches and treasury office, as well as stock audits. Experienced in providing accounting and taxation services for diverse clients. Eager to leverage my expertise in a reputable organization that upholds professionalism and integrity.

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## KEY COMPETENCIES

Auditing	Financial reporting	Problem-solving skills
MS Office Excel	Data analysis	Leadership skills
Financial analysis	Excellent communication skills	Business analysis

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## PROFESSIONAL EXPERIENCE

### Maru and Associates Accountant

June 2024 - Present

- Preparation and Filing of Income Tax returns
- Preparation and Filing of GST returns
- Ensuring ROC compliances
- Reviewing control accounts for ledger scrutiny as part of concurrent audit at the hospital
- Accounting and reconciliation of various entities
- Managed outstanding reconciliation and recovery processes.

### R.N. More and Associates Articleship

FEB 2021 - FEB 2024

- Conducted Concurrent Audit of Branches and Treasury Department of Banks.
- Conducted Revenue Audit of Branches of Bank.
- Conducted Stock Audits of listed and unlisted entities engaged in Services and Manufacturing sectors.
- Assisted in ASM Audits of Companies.
- Filing of GST, Professional Tax and TDS Returns.
- Assisted in Limited Review & Statutory Audit of Company.
- Filing of Individual Income Tax Returns and Assisted in Companies Income Tax Filings
- Ensure Proper Accounting and Reconciliation of Bank Accounts of different client & Statutory Compliances of all direct and indirect taxes.

**M.T. Enterprise  
Account Assistant**

**SEP 2018 - AUG 2019**

- Generated purchase and sales invoices efficiently.
- Recorded and reconciled bank account entries to maintain accurate financial records.
- Filed monthly GST returns promptly.
- Managed outstanding reconciliation and recovery processes.
- Successfully filed TDS returns in compliance with regulations.
- Efficiently generated labour challans for workforce management.
- Collaborated with the Chartered Accountant (CA) during audit processes.

**Mount Meru Indian Pvt Ltd  
Account Executive**

**NOV 2017 - FEB 2018**

Recording of Consumption Entries into the system and Reconciliation of same with Receivables and Payables.

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## **EDUCATION & CERTIFICATIONS**

**The Institute of Chartered Accountant of India**

**CA IPCC GRP 2: 2020-157/300 GRP 1: 2021- 231/400  
CPT 2014- 111/200**

**Mumbai University | Bachelors of Commerce  
GRADE B**

**2015 - 2017**

**Higher Secondary Education | Maharashtra State Board  
Class XII - 71.69%**

**2014**

**Senior Secondary Education | Maharashtra State Board  
Class X - 80.91%**

**2012**

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## **LANGUAGES**

Can Speak Fluent English, Hindi, Marwari, Gujarati.

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## **SOFTWARE PROFICIENCY**

Accounting Softwares: TALLY, SOFTCON, ZOHO Books  
Banking Softwares: Finacle and Bancslink,  
Taxation: WINMAN TDS, Genius

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