

# ANSHU KUMARI

Chartered Accountant

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## 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*

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

## EXTRA-CURRICULAR ACTIVITIES

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