

COURSE	YEAR	INSTITUTION	SCORE / PERCENTAGE
CA Final (Group 1)	May 2025	The Institute of Chartered Accountants of India	60.7% (182/300)
CA Final (Group 2)	May 2024		60.3% (181/300)
CA Inter (Group 2)	January 2021		50.3% (151/300)
CA Inter (Group 1)	November 2018		52.5% (210/400)
CA CPT	December 2016		57.5% (115/200)
B. Com	April 2019	S.I.E.S. College of Commerce & Economics	5.58 CGPA
Class XII	February 2016	S.I.E.S. College of Commerce & Economics	78.62%
Class X	March 2014	A.M.K. Premier High School	82.80%

WORK EXPERIENCE

KPA & ASSOCIATES

Audit & Tax Assistant | June 2024 – Present

- Prepared and filed Income Tax Returns for individuals, firms, companies, maximizing tax savings.
- Conducted Statutory Audit of organizations in the bullion exchange and furniture sectors.
- Prepared and filed **GST Returns** (GSTR 1 & GSTR 3B) and GST Audits (GSTR 9), ensured timely statutory compliance and minimized penalties through efficient GST filings.

SUKHBIR & ASSOCIATES

Engaged in Time Bound Assignment | May 2023 - July 2023 & November 2023 - January 2024

- Led **Internal Audit** of perfume manufacturing and Oudh processing Company with turnover exceeding ₹1,000 Crores.

JMR & ASSOCIATES LLP

Articled Assistant | February 2019 – December 2022

- **Prepared and filed 100 + Income Tax Returns / TDS Returns** for individuals, firms, companies, maximizing tax savings through effective tax planning and comprehensive budget analysis.
- Performed **advance tax computations** for individuals and businesses, accurately determining tax liabilities and ensuring timely payments in compliance with tax regulations.
- Prepared and filed **Form 15CA / Form 15CB, Form 29B and Form 10CCB** and ensuring adherence to FEMA, RBI guidelines and provisions of Income Tax Act.
- Compilation of documents, drafting submissions & appearance before authorities for **Scrutiny and Income escaping assessments** under the Income Tax Act, 1961.
- Conducted comprehensive **tax audits** across industries such as healthcare, paper manufacturing, chemical processing companies, e-commerce along with preparation and filing of Form 3CD.
- Assisted in **Statutory Audit of a Nationalized Insurance Company** connecting 8 Divisional Offices fetching revenue of more than ₹1,000 Crores.
- Led and assisted in various **Internal Audit / IFC-FR engagements** of organizations in the field of hospital and medical IT Systems with turnover exceeding ₹500 Crores, identifying critical areas of improvement.
- Managed **accounting** for corporate, individual and partnership firms including annual closure and **finalization** of books of accounts, preparation of foreign branch accounts and their consolidation into the financial statements.
- Advised on filings related to Company Incorporation (RUN, SPICe, etc.), **annual returns** (Form 8, Form 11, AOC 4, MGT 7, DPT-3) and other ROC compliances.

SKILLS

Microsoft Office, Tally ERP9, Tally Prime, Winman CA ERP, Taxbase SQL, Orior, Zoho Books

LANGUAGES

English, Hindi, Punjabi, Marathi

PERSONAL INTERESTS

Cricket, Movies, Financial Services