

# CHARU AGRAWAL

Chartered Accountant

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**Summary:** Results-driven Chartered Accountant with expertise in financial analysis, tax-compliance and audit. Experienced in financial planning, and internal controls for small and medium enterprises.

## Professional and Academics Credentials

Course	Institution	Examination	Year	Marks
Chartered Accountancy	Institute of Chartered Accountants of India (ICAI)	CA Final	May 2025	60% (1 <sup>st</sup> Attempt)
		CA Intermediate	Nov 2023	65%
M.Sc. (Physics)	Mody University	Post Graduation	2020	90%
B.Sc.	University of Rajasthan	Graduation	2017	76%
Class 12th	RBSE	12th	2014	78.60%
Class 10th	RBSE	10th	2012	83.17%

## Work Experience

### **Article Assistant at Agarwal Singh and Gupta CA Firm**

**(July 2022 – June 2025)**

(Amongst Top 10 CA firms of Sikar, Rajasthan, specializing in Statutory Audit, Taxation, and providing personalized tax planning and payroll processing to over 1000 Clients.)

#### **Taxation and Accounting:**

- Finalized and filed various Income tax Returns of Proprietors and forecasted income for the payment of tax.
- Conducted the computation and preparation of TDS/TCS returns, ensuring compliance with tax regulations.
- Independently executed assignments related to the computation of Advance Tax.

#### **Indirect Taxation and Accounting:**

- Exercised autonomy in efficiently managing and overseeing the entire spectrum of tasks related to GST, including Registration, Amendments, and Cancellation processes, showcasing a high level of proficiency and responsibility.
- Prepared and filed GST Returns (GSTR-1 and GSTR-3B), handled GST CMP-08 for composition dealers, and led a team in analyzing GSTR-9 and GSTR-9C for Proprietor and partnership firm during the initial GST phase.
- Performed detailed monthly and yearly reconciliations between GSTR-2A and GSTR-3B, ensuring meticulous alignment of tax data for comprehensive accuracy and compliance

#### **Audit and Assurance:**

- Implemented efficient pre-planning audit procedures like engagement letters to streamline the audit and enhance overall effectiveness.
- Conducted a thorough examination of the company's statutory compliances and assessed the regularity of depository statutory dues.
- Independently prepared and finalized Tax Audit u/s 44AB, along with Form 3CA/3CB and 3CD, with a turnover ranging from 1 crore to 40 crore, encompassing individuals and businesses.

#### **Finance:**

- Supervised Projected, Provisional, and Estimated Financials of sole proprietors, ensuring comprehensive financial planning and analysis
- Prepared and finalized the books of accounts and Financial Statements of various sole proprietorship and partnership firms.
- Proficient in analyzing financial statements to extract meaningful insights into an organization's financial performance, liquidity, and profitability by utilizing various financial ratios to assess financial health and identify areas for improvement.

### **Associate at BANK OF AMERICA (Gift city, Gandhinagar)**

**(Oct. 2020- April 2022)**

- Worked in banking and finance field.

## **Extra-Curricular Activities & Achievements**

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- Got **82 marks in Advanced Financial Management** in CA final with exemptions in 3 subjects.
- Exemption in 6 subjects in CA intermediate with 76 marks in paper 4 Taxation and 73 marks in Financial management and economics for finance.
- Got **Recognition Award** from Bank of America as SME of the project & maintaining high accuracy.
- **Awarded scholarship** for entire Master's Degree based on academic performance.
- Obtained **highest grade** in specialization subject in Master's Degree.

## **Proficiency and Fundamental knowledge**

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- Proficient in MS Excel, MS Word and Power point.
- Sound knowledge of Indian Accounting Standards (Ind AS), Schedule III requirements, Standards on Auditing, and CARO 2020.
- Strong communication, leadership, and effective management skills.
- Successfully completed GMCS, Advanced ITT, and Orientation Course conducted by ICAI for development and knowledge relating to information technology.
- Attended Science Academies' tenth Refresher Course on Materials Preparation and Measurement of Properties. Organized by IASc, INSA and NSA at IASc, Bengaluru.
- International Conference on Modern Approaches of Chemical Science and Nanomaterials 2019 Mody University of Science and Technology.
- Language known: English, Hindi and Marwadi.