



## MELIN JOSHY

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### SUMMARY

Detail-Oriented , Analytical Finance graduate with a strong foundation in Tax preparation, regulatory compliance and financial reporting. Accustomed to managing multiple projects simultaneously in fast-paced, deadline-driven environment. Strong collaborative skills with experience working in a team environment, able to work effectively alongside individuals from diverse background

### WORK EXPERIENCE

#### KPMG Global Services - Tax Associate, Bangalore

July 2021 - October 2023

- Spearheading the responsibility for preparation and reviewing tax returns of corporates and individuals based on instructions provided by taxpayer and filing taxation on their behalf
- Reviewing records such as income statement ,balance sheet and other documentation of expenditures to determine forms needed to prepare tax returns
- Maintaing tax workpapers to calculate book income,taxable income and tax allocation.
- Analyzing various deductions/allowances/disallowances under the provisions of US Tax Act and mitigating future tax liabilities.
- Successfully worked with over 100 clients during the three seasons with different tax profiles and teams.
- Ensuring compliance with regulations by forwarding required information to Federal, State and Local authorities.
- Staying abreast of industry trends and changes related to taxation.

### EDUCATION

<b>M.Com (Financial Analysis)</b>	St Joseph's College of Commerce,Bangalore	73%	April 2021
<b>B.Com (Banking &amp; Accounting)</b>	St Joseph's College of Commerce,Bangalore	70%	May 2019
<b>Pre University- Commerce</b>	Mount Carmel College, Bangalore	86.5%	May 2016

### INTERNSHIP

#### CSB Bank – Intern, Bangalore

November 2020 – April 2021

- The main purpose of the Internship was to get an overview of how the banking activities is being carried out practically.
- The specific area of Internship was doing the counter work or front desk operations in the branch. Learning ,how to apply the Accounting Principles in the field of Branch Banking activities.
- To understand the core Banking concepts that is implied in a Bank.

### SKILLS

Microsoft Office,Analytical Thinking,Verbal & Written Communication ,Financial Data Analysis, Financial Reporting, Cross-Functional Collaboration, Team Building,Compliance Management,Time Management, Result Driven

### CERTIFICATIONS, POSITIONS OF RESPONSIBILITY & ACHIEVEMENTS

- Microsoft Excel from Beginner to Advanced – Quickstep Computer Centre
- August 2021 - Highest Utilized Member -KPMG
- Leading by Example - Contributed Highly to Client Sevice during Busy Season -KPMG
- Excellence - Leading so Highly to Client Service-KPMG
- Volunteer & Member of National Service Scheme (2016 -2019)
- Archdiocesan Board of Education (ABE) Certificate of Appreciation for securing Distinction in Pre- University Examination