

Ayushi Jethwani

Current Address: Flat no 601, Awing Raj Tarang -1 CHS, Shiv Vallabh Road, Rawalpada, Dahisar East, Mumbai – 400068
| 9274464261 | ayushijethwani@gmail.com | LinkedIn Id: www.linkedin.com/in/ayushijethwani/

Professional Experience:

Group of Hari Krishna Exports - (Aug-21 to Jan-24):

Accounts & Finance Manager:

- Managing 15 different kinds of group companies (turnovers including the main company is more than 10,000 cr.) including their funding and income tax-related matters
- Working with one of the Padma Shri Awardee personalities to understand work and vision from his point of view.
- Leading a team of 18 people who are responsible for payroll, Accounting related matters, and Accounts payable
- Handling Assets of companies with more than 20000 assets.
- Calculating TDS & GST liabilities and filing GST and TDS returns
- Handling FCRA procedures for foundation-related donation.
- Fund management for personal accounts
- Handling GST related matters, notices, scrutiny, TDS, and Income tax returns of companies as well as partners & directors
- Handling MCA related matters
- Performing Labor Law-related queries and Internal audits.
- Ensuring operational compliance with policies, procedures, and regulations.
- Reconciliation of bank accounts and general ledger accounts
- Processing and reporting of payroll taxes for the organization
- Handling different types of group company accounts including trust, agriculture, and job work companies

Internal Audit:

- Review of work papers to ensure accuracy and completeness and
- Assisting in clearing any review points provided by team leads and/or audit management,
- Preparation of detailed work papers evidencing the work completed in the execution of the audit program including testing and analysis of results.
- Providing suggestions for process efficiencies and control improvement based on work performed

GRR & Co. - (Apr-18 to Jul-21):

GST Team Leader:

- Leading a team of 6 employees responsible for managing GST compliance, scrutinizing books to check eligibility of credit as per GST laws, and filing GSTR-3B, GSTR-1, ITC-04 returns
- Handling textiles, construction, transportation, and fisheries-related clients
- Preparation and filing of various GST Refund applications of textile-related clients under an inverted duty structure
- Managing the GSTN closure process for individuals, partnership firms, and companies.
- Transfer of GST credit in case of transfer of business.
- Consolidation of state ITC credits for annual return purposes
- Preparation of workings related to the reversal of ITC in case of sale of an asset
- Identify, track, and communicate vendor-wise input tax disallowances.
- Reconciliation between books & GSTR-2A.
- Filing of Annual return & GST Audit i.e., GSTR-9 & GSTR-9C.
- Drive and implement changes required to indirect tax compliance processes because of changes to indirect tax legislation.
- Understanding the tax procedures & acts and adopting the same in liaising with various Governments.
- Responsible for supervising and mentoring seniors and displaying innovative leadership.

Direct Tax:

- Preparation of Income Tax returns for Individuals, Firms, LLP's, etc.
- Finalization of Financial Statements and Annual Closure of Books.
- Preparation and e-filing of Tax returns (TDS)
- Issuance of necessary forms, Form 16A (TDS), Form 16, etc.
- Handling Tax Audits and preparing various schedules/annexures to form 3CD reports.
- Computation of Income Tax liability.
- Monthly data preparation, payment, quarterly return, TDS traces activity, and revision if any.
- Handling auditor's queries of taxation during internal audit.

Miscellaneous:

- Physical verification of Fixed assets of locations including stores, offices & warehouses.
- Prepare SOP for smooth conduct of store audits.
- Verification of closing stock for every quarter for various locations.
- Preparation of store audit reports

Articleship Experience:**DMS & Vilki Associates - (Feb-13 to Feb-16):**

- Concurrent and statutory audit of branches of Nationalized Bank which includes an audit of branches of one of the top three nationalized banks and preparation of Long Form Audit Report (LFAR) for the same.
- Tax audits and statutory audits of companies, partnership firms, and proprietorship firms.
- Preparation of income tax returns for different assesseees.
- Handling scrutiny assessment
- Internal audit for a manufacturing unit engaged in textile business.
- Filing of various services tax returns & VAT returns,
- Depositing of Service tax on reverse charges such as GTA, Manpower supply, Work Contract, etc.

Educational Qualification:

Qualification	Year	Marks	Institute
CA Final	Nov-17	55.25%	The Institute of Chartered Accountants of India
B. Com	2012-2015	5.5 CGPA	Veer Narmad South Gujarat University
12 th Standard	2012	99.73 CGPA	Gujarat Board

Skills:

- Teamwork & Collaboration
- Accounting software proficiency
- Taxation knowledge
- Having good control on excel command like pivot & vlookup
- Planning the timing of deliverables within agreed due dates and update the team regularly

Hobbies:

- Cricket
- Music
- Reading books
- Travel