

# ARPIT JAIN

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## Career Objective

To Work in a dynamic environment that provides me a wide spectrum of experience and exposure. To bring a versatile portfolio of skills at work place and serve the organization with positive attitude and efficiency.

## Professional Qualifications

<u>Level</u>	<u>Year</u>	<u>Scores</u>	<u>Attempt</u>
C.A. (Final)	Nov 2015	416/800 (52.00%)	First
I.P.C.C	Nov 2012	391/700 (55.86%)	First
C.P.T.	Dec 2011	133/200 (66.50%)	First

## Educational Qualifications

<u>Degree / Exam</u>	<u>University / Board</u>	<u>College / School</u>	<u>Year</u>	<u>Scores</u>
B.Com	Gujarat University	Shri Sahajanand Arts & Commerce College	2014	66.45%
HSC (XII)	Gujarat Board	Shri Saraswati Mandir High School	2011	81.71%
SSC (X)	Gujarat Board	Shri Saraswati Mandir High School	2009	83.08%

## Work Exposure

<u>Firm Name</u>	<u>Period</u>	<u>Job Title</u>
Navkar Consulancy Service India	Working	Senior Chartered Accountant
P C Jain & Co.	From Mar-2017 to May-2017	Audit Manager
Dhirajlal Shah & Co.	From Apr-2016 to Dec-2016	Audit Manager
Dhirajlal Shah & Co.	From Apr-2013 to Mar-2016	Article Assistance

### Exposure in Direct Taxation:

- Preparation and filing of Income Tax computation of Large Corporate, Small and medium Companies, Firms, Individuals and HUF.
- TDS Calculation and E-TDS Return along with Form 16 & 16A Generation.

- Prepared Submission letters for various types of Income tax notices.

#### **Statutory Audit and Tax Audit:**

- Various small and medium Private limited companies, Partnership firms and Proprietary concerns.
- Statutory Audit of State Bank of India.

#### **Exposure in Indirect Taxation:**

- Preparation and filing of GST Return of Large Corporate, Small and medium Companies, Firms, Individuals and HUF.
- GST Audit

#### ***Computer Exposure***

- Having good working experience on MS Word, Excel.
- Having working experience of customized Income Tax Software like KITRET, KDK Spectrum etc.

#### ***Personal Details***

Date of Birth	:	19.09.1993
Languages Known	:	English, Hindi and Gujarati
Interest	:	Listening Music, Playing and watching Cricket
Residential address	:	40 , Madhuvan Park,Near Gor no Kuvo Maninagar (E), Ahmedabad-380008