

## Manish Prakash Nagpal

32/ B Hindu Colony,  
Opp Sardar Patel Stadium,  
Navrangpura,  
Ahmedabad 380009

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I, a Chartered Accountant by profession, intend to work in a competitive environment and execute challenging assignments to the benefit of my employer. This, in turn, will enable me to leverage my skills and abilities to the fullest and enhance them. I believe that growth of both an organization and their personnel has a direct relationship with each other.

### Experience Summary:

Sr No	Company	Title	Type	Start Date	End Date
1	Manish Nagpal & Co.	Chartered Accountant	Full Time	Jun-08	Till Date
2	Swapna Sakar LLP(Zodiac Developers)	Finance Accounts Head	Part Time	Feb-19	Jun-20
3	Venus Infrastructure & Developers Private Limited	Finance Accounts Manager	Part Time	Mar-10	May-15
4	Capgemini Consultancy India Private Limited	Consultant	Full Time	Apr-07	Apr-08
5	N J Patel & Co	Article Assistant	Full Time	May-02	May-05

### Experience Details

#### Manish Nagpal & Co.

- Accounting and Preparation of Financial Statements
- Conducting Tax Audit(Section 44AB) of Clients
- Conducting for GST Audit(Annual Return 9 & 9C) of Clients
- Income Tax Return Preparation
- GST Return Preparation
- TDS Return Preparation
- Tax planning for clients

- Statutory Audit of Punjab National Bank
- Concurrent Audit of Bank of India Branches
- Stock Audit of Allahabad bank
- Handling Income tax Assessment
- Filing GST Refund
- Internal Audit of Future Group Stores
- Internal Audit of Future Group Shared Service Center in Ahmedabad.
- Power Tariff petition review work at GERC Gift City
- CMA data preparation and Net worth Certification

### **Swapna Sakar Llp**

- Accounting for Solar Entities
- Finalisation of Books of Accounts
- Accounting for Joint Ventures
- Monthly budgeting and cash flow statement preparation
- MIS for banks and financial institutions
- GST Return filing and TDS return filing
- Income Tax Assessment
- Ensure Internal Controls are in place and hygiene check of accounts
- Drafting MOU and Agreements
- Drafting Notices, Resolutions & Minutes
- Co ordination with Auditors
- Handling time of Five
- Followup with Discoms for payments
- Solving Customer accounting issues and queries
- Cold storage Valuation and solar entities valuation
- Evaluation of proposals on Discounted Cash Flow Method

### **Venus Infrastructure & Developers Private Limited**

- Review accounting entries on daily basis
- Preparation of Reconciliation Statements
- Service tax registration and return filing
- Getting Service tax department audit done
- Tax audit

- Checking TDS and other Income tax compliance
- Coordination with statutory auditors
- Liaison with Government Departments
- Finalization of Accounts

#### **Capgemini Consultancy India Private Limited**

- Worked with MIS Team
- Preparation of Monthly MIS for Management Decision Makers
- Monthly Key performance indicator Reporting
- Monthly Head Count Retention , Debtor Turnover Ration reporting

#### **N J Patel & Co Chartered Accountants**

- Tax Audit of Clients
- Internal Audit of NIFT
- Income Tax Return
- TDS Return

#### **Software Skills**

- Proficient in Microsoft Word Excel & PowerPoint
- End user Tally Erp knowledge
- End user SAP knowledge
- Tax software used are KDK and Webtel

#### **Academic Details**

Board / University	Exam	Month & Year	Marks
ICAI	IFRS	Dec-15	Cleared
ICAI	DISA	May-10	Cleared
ICAI	CA FINAL	Nov-06	52
Gujarat University	PGDIFA	May-05	70
ICAI	CA Intermediate	May-03	52
ICAI	CA Foundation	May-01	56

Gujarat University	Bachelor of Business Administration	Mar-02	72
Gujarat Board	Higher secondary	Mar-99	77.5
Gujarat Board	SSC	Mar-97	68.43

### Personal Information

Date of Birth & Place: 28<sup>th</sup> May 1982 Ahmedabad

Marital Status: Married

Nationality: Indian

Passport no : J9190007 (US Visa b1/b2)

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