

## **Resume**

**SATYENDRA M TRIPATHI**

B/507, Kamlesh Park Society,  
Nr. Takshila road ,  
odhav , Ahmedabad-382418, Gujarat

EMAIL: **satyendratripathi333@gmail.com**

Mobile No. 8530460040

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### **OBJECTIVE**

→ To apply analytical skills, exercise abilities and experiences as a professional in area of taxation, Audit, finance and accounts, Company secretarial work  
→ To expose myself to world-class management practices and contributing successful in the reputed organisations.

### **AVAILABILITY**

Immediately

### **CAREER SUMMARY**

Always worked with dedication and stood as confident subordinate to my senior. I will try my best efforts to achieve the target of the institution as well fixed by my superiors.

### **EXPERIENCE PARTICULARS**

Functional Exposure: GST, Statutory Audit, Income Tax, Accounting, Project Finance, compliance part etc.

### **WORKING EXPERIENCE:-**

Working with **MDB & Associates, Chartered Accountants** from March 2013 to April 2016.

- **My work area & responsibilities includes :**

- Accounting, Auditing, Income Tax matters and internal Audit.
- Finalization of Accounts of Various entities, Service Tax and Excise Returns, Stock Audits and Fixed Assets Audit.

**ARTICLESHIP EXPERIENCE: - 3 Years**

- During the tenure I was involved in the following tasks :

- **Internal Audit of** East Inn Hotels Ltd, Shubh Mines Pvt Ltd, Ramada Resort Limited
- **Statutory Audits** of Corporate & Non corporate organizations engaged in Manufacturing, Trading & Retail, and Services.
- **Taxation** for Income Tax matters including planning, preparation of Statement of Total Income and prepared till finalization tax returns for corporate and non corporate assesses.
- **Service Tax and Excise Return filling, Income Tax, Audit and TDS returns.**
- Co-ordination and negotiation with VAT, Service Tax and Excise Department.

**Tibrewalbhagat & Associates: ( Dec 2016 to Dec 2021)**

- **Accounting** – Supervising the Accounting work of various clients, Providing periodic Profit and Loss and Cash Flow statement as per requirement
- **GST** – Filling GST returns of various clients (appx 60 clients).
- **Income Tax**- Filling Income Tax and TDS returns.
- **ROC Compliance** – ROC return filling, company creation tec.
- To be responsible for providing response and co-ordination with Income Tax and GST department.

**PRESENT WORKING (Since Jan 22)**

**Abellon Cleanergy Limited**

The Company is involved in waste to energy segment. It is one of the leading waste to energy undertaking in India, in capacity of Senior Officer since January 2022.

**WORK EXPOSURE – Senior Office( Finance) –HO- (Ahmedabad)**

## Responsibilities

- To Prepare and Process Monthly Budget
- To support fund raising activities by providing various reports analysis and ratios
- To be responsible for preparation and submission of business projections, CMA Reports, Project Report, TEV Reports and compliance of Banking and Statutory requirements.
- To be responsible for preparation of Financial Model, Loan repayment schedule and MIS reports related to borrowing.
- Processing Bills and Demand Notices for payment through SAP.
- Providing Financial Data for reports to be submitted to Lenders' Auditors and other Consultants.
- To be responsible for various interdepartmental queries.

## PROFESSIONAL & EDUCATIONAL QUALIFICATIONS

### • CHARTERED ACCOUNTANT

| Exam.               | Month & Year | %  |
|---------------------|--------------|----|
| M. Com              | April 2013   | 49 |
| CA Foundation       | Dec 2011     | 75 |
| CA Intermediate     | Nov 2013     | 52 |
| CA Final (Group II) | Dec 2021     | 51 |

### • BACHELOR OF COMMERCE

Passed in 2011 from Shri KK Shastri Commerce Collage with 67%.

## COMPUTER SKILLS :

- Working knowledge of M.S. Word, Ms Excel, Accounting Software like Tally and SAP.

## PERSONAL PARTICULARS

- Date of Birth : 6<sup>th</sup> October, 1990
- Marital Status : Married
- Father Name : Mahaveerprasad Tripathi

- Mother Name : Munnidevi Tripathi
- Religion : Hindu
- Languages : Hindi, English, Gujarati
- Salary Expectation : Negotiable
- Notice Period : Immediately

I hereby declare that details given above are true to best of my knowledge.

**(Satyendra M Tripathi)**