

Curriculum Vitae

SUNIL KUMAR SHRIKANT PATEL

130, Vaibhavnagr
B/H Pushpak residency
Odhav – 382415
Ahmedabad (Gujarat)
Mo:8128589926



Career Objective

- " To the core member of a progressive & professional organization through continuously involving, learning & implementing of new ideas with can do attitude with work "

Personal Detail

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| Date of Birth | 13-06-1995 |
| Sex | Male |
| Marital Status | Married |
| Languages | English, Gujarati, Hindi |
| Nationality | Indian |
| Hobbies | Music, cricket and Challenging Work |
| E-mail ID | sunilshrikantpatel@gmail.com |

Educational Qualification

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| CA FINAL | INDIAN INSTITUTE OF CHARTERED ACCOUNTANT <ul style="list-style-type: none">▪ Pass with 52%. |
| IPCC | INDIAN INSTITUTE OF CHARTERED ACCOUNTANT <ul style="list-style-type: none">• Pass with 53.00% |
| B.com April 2015 | GUJARAT UNIVERSITY, AHMADABAD <ul style="list-style-type: none">▪ City C. U. Shah Collage▪ Passed with 71% class▪ Major Subject: Accounting & Auditing , taxation , Economics |
| HSC March 2012 GHSEB | GUJARAT HIGHER SECONDARY EDUCATION BOARD <ul style="list-style-type: none">• SHETH R.T AGRWAL HINDI HIGHSCHOOL▪ Passed with 75.00 %. |
| SSC March 2010 GSEB | GUJARAT SECONDARY EDUCATION BOARD <ul style="list-style-type: none">▪ SHETH R.T AGRWAL HINDI HIGHSCHOOL▪ Passed with 74.00 %. |

Work Experience

- August 2015 to July 2018: Worked as Articled Assistant with Virani & Associates.
- From August 2018: Worked as Audit Assistance in Money Plus Consultancy Services.

Responsibilities handled

> ACCOUNTS

- Preparation of Company Accounts
- Verification of purchase bill, Cash payment Vouchers.
- Checking of debtors and creditors outstanding statements monthly
- Preparation of Bank reconciliation statement
- Finalization of Accounts

> AUDIT

- Concurrent Audit and Statutory Audit
- Stock audit
- Surprise visits on behalf of banks
- Preparation of reports for all above audits

> INCOME TAX

- Preparation and Filing of returns of individual, partnerships, Companies, Trust and Co-operative Society
- Payment of advance tax
- Collection of TDS from different type of works
- Tax planning for clients
- Experience in doing Tax Audit.

> GOODS AND SERVICE TAX

- GST Return
- Annual Return
- GST Audit

| Strength |
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| <ul style="list-style-type: none"> ❖ Comprehensive problem solving skill. ❖ Willingness to learn & Working in Team. ❖ Ready to Accept All Kind of Challenges. ❖ A good team player |

| Declaration |
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| <ul style="list-style-type: none"> ❖ I hereby declare that the information furnished above are true and correct to the best of my knowledge. |

Place: Ahmedabad
Date: 24/01/2019

(SUNIL KUMAR S PATEL)