

YASAR SAJIDBHAI THARADWALA

(Pursuing Chartered Accountancy)

CAREER OBJECTIVE

Looking to join an organization that will provide me challenging and professional environment with tremendous career growth opportunities. Secure a Responsible Career opportunity to fully utilize my training and skills, While Making a Significant Contribution to a success of company.

PROFESSIONAL QUALIFICATION OF CHARTERED ACCOUNTANCY.

Examination	Month and Year	Score (%)	Remarks
CA - Inter	July. 2021	50 %	GRP – 1 Cleared

SECONDARY, HIGHER SECONDARY, BACHELOR & MASTER EDUCATION :

Level	Month and Year	Institute	Score (%)
M.Com	JULY, 2021	Guj Uni	50%
B.Com	March, 2018	GLS .Uni	65 %
H.S.C.	March, 2015	G.S.H.S.E.B.	71 %
S.S.C.	March, 2013	G.S.E.B.	53 %

EXPERIENCE BEFORE THE ARTICLESHP PERIOD :

Period : December 2016 – Decmber 2018.
Firm : **EJ & COMPANY.**
CHARTERED ACCOUNTANTS
Designation : Executive Assistants.
Domain : Accounting and Taxation.

EXPERIENCE DURING THE ARTICLESHP PERIOD :

Period : December 2018 – December 2019.
Firm : **AE & COMPANY.**
CHARTERED ACCOUNTANTS
Designation : Article Assistant
Domain : Auditing & Assurance, Preparation of Accounts, Direct Taxation and Indirect Taxation.
Period : December 2019 – May 2022.
Firm : **S. M. BOGHRA & CO.**
CHARTERED ACCOUNTANTS
Designation : Article Assistant
Domain : Auditing & Assurance, Preparation of Accounts, Direct Taxation and Indirect Taxation, MCA Compliances

Address :

3387 NAVI CHALI,
NADIYAWAD, JAMALPUR,
AHMEDABAD -380001

Phone :

+9714144020

Email :

Yasarchhipa40@gmail.com

ADDITIONAL CREDENTIALS :

- ✓ Knowledge of MS Office
- ✓ Knowledge of Tally Prime
- ✓ I.T. and O.C. training from The ICAI, as a compulsory curriculum of The ICAI.
- ✓ Knowledge of Various Software for Preparing Computation of Taxable Income, Filing of Income Tax Returns, Tax Audit Report, Filing of Quarterly T.D.S. Returns & G.S.T. Returns, Finalization of Accounts Etc.
- ✓ Name of the some known Software's :
 - 1) Easy Office,
 - 2) Easy GST,
 - 3) Aeon Audit,
 - 4) Tally Prime.
 - 5) Clear Tax
 - 6) MYOB
 - 7) SAP
 - 8) Clear TDS
 - 9) QuickBooks
 - 10) Zero

including Incorporation and Liquidation of Companies and LLPs.

PERSONAL DETAILS :

- ✓ Date of Birth : 14TH May, 1998
- ✓ Gender : Male
- ✓ Nationality : Indian
- ✓ Marital Status : Married.

LINGUISTIC ABILITIES :

- ✓ English
- ✓ Hindi
- ✓ Gujarati
- ✓ Marwadi
- ✓ Urdu

HOBBIES :

- ✓ Cricket,
- ✓ Reading Books,
- ✓ Travelling,

EXPERIENCE DURING US BOOKKEEPING PERIOD :

Period : May 2022 – May 2023.
Company : **CONFIANCE BIZSOL PRIVATE LIMITED**
(KPO)
Designation : Jr. Bookkeeper and Sr. Bookkeeper
Domain : Bookkeeping.

I.) Experience in Us Bookkeeping as follows:

1. Record and Review day-to-day accounting work for the assigned clients.
2. Finalization of Accounts and bookkeeping of accounting.
3. Preparing Financial statements like, Balance sheet, P&L, Cash Flow Statement, Debtors & Creditors summary, Purchase & Sales summary and Bank Reconciliation.
4. Financials Reporting and Analytics.
5. Handling day to day queries of clients and operations, communicating with clients using email and/Slack.
6. Work with a result-oriented approach.
7. Training of new team members, as and when required.
8. Month End closing and reporting within the deadline.

II.) Experience in Indian Chartered Accountancy Firm as follows:

1 Direct Taxation:

- Preparation & Filing of Tax Audit Report and Income tax Returns, Including Filling of Form 15CA, Form 15CB, Form 10B.
- Preparation of legal and factual submissions / replies against notices issued by the Indian Income Tax Authorities :
 - o Responding to queries raised by revenue authorities via statutory notices in assessment proceedings;
 - o Preparing submissions and appearing before the concerned officer(s);
- Filing TDS returns for companies and other routine TDS scrutiny compliances, including tracking of TDS defaults.

2 Indirect Taxation:

- Applying for GST Registration Certificate by gathering necessary documentation for submission of Form GST REG – 01.
- Obtaining a summary of outward supplies along with details of ITC, examining and calculating ITC for calculation of net tax liability and payment of tax after verification of data with accounts for filing of FORM GSTR-3B and GSTR-1.
- Preparing and Furnishing GSTR-9 & Reconciliation of GSTR-9 with Books of Accounts and Preparing GSTR-9C (GST Audit).
- Collating Information and providing assistance in replying to show cause notices.
- Applying For Cancellation of GST Registration.
- After verification of data with accounts for filling VAT and CST Monthly/Quarterly Form, Annual Form Including VAT Audit.

3 M.C.A. / R.O.C. Regarding Works:

- Incorporation of Company / L.L.P.
- Liquidation of Company / L.L.P.
- Annual Returns Filling of Company / L.L.P.
- Misc. Form Filling, like – DIR KYC – 03, INC – 22, INC – 20 Etc.
- Changes in Registered Address on Company / L.L.P.
- Changes / Removal / Appointment of MD / WTD / Manager / any other Non Executive Director/s.

4 Auditing & Assurance :

- Examine and analyze Journal and Ledger entries, bank statements, expenditures, tax returns, and other accounting and financial records, documents.
- Conducting Statutory Audit and Drafting of Audit Report, as per applicable Standard on Auditing issued by ICAI / NFRA, Significant Accounting Policies and Notes to Accounts with respect to Standalone Financial Statements as per Ind AS.



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