

## CA Devendra Prajapati

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➤ **Career Objective:**

To find a suitable position in the organization and strive to achieve more professional responsibilities utilizing my attitude and skills in an effective manner working towards excellence in delivery of service in an environment that promotes continual upgrading of knowledge & skills.

➤ **Professional Experience:**

a) Presently I am working as a finance controller with **Concept Motor Garage Private Limited** an automobile dealership company.

**My work portfolio mainly includes following:**

1. Ensuring compliance with all applicable laws and regulations as well as filling of various returns like GST returns, TDS Returns and ROC filling work.
2. Preparation of monthly MIS and presenting it to the management of the company. Discussing key areas of weaknesses with management and also offering them suggestions for improvement.
3. Providing requested information / reports to internal as well as statutory auditors.
4. Preparing OEM Reconciliation on monthly basis.
5. Scrutiny of books of accounts at a regular interval and correction of errors.

b) **Name of Company:** GBP & Associates, Chartered Accountants

**Period Served:** 1<sup>st</sup> January, 2021 to 15<sup>th</sup> October, 2021

**Designation:** Audit Manager.

### Summary of assignments handled during that professional journey:

Industry	Turnover of Client	Scope of Work
Information Technology	10 crore (Approx)	<ul style="list-style-type: none"><li>Statutory audit, tax audit, ROC and GST return fillings.</li></ul>
Transportation	300 crores (Approx)	<ul style="list-style-type: none"><li>Routine accounting work, compilation of financial statements as per schedule-III of the Companies Act, 2021, ensuring compliance with all legal &amp; regulatory requirements.</li><li>Preparation of various reconciliation statements (like Bank reco, Income reco, GST reco etc)</li><li>Routine communications and meetings with top management of the entity.</li></ul>
Health care & Pharmaceutical business	200 crore (Approx)	<ul style="list-style-type: none"><li>Internal cum system audit, HR and payroll audit, audit of Dr. Sharing and settlement of audit.</li><li>Accounting and legal compliances.</li></ul>

### Other assignments handled:

- Accounts & Balance sheet compilation of various Companies, LLPs, Partnership Firms as per Accounting standards (AS) as well as Indian Accounting Standards (IndAs).
- GST Returns & GST Audit, TDS and Income Tax compliance including Tax audits and Income- tax Returns.
- Quite familiar with Concurrent Audit, Stock Audit, Revenue Audit of many Public Sector Banks.

### Teaching Experience:

I am visiting faculty at the Ahmedabad branch of the **Institute of Chartered Accountants of India**, at all the levels of CA Course for the subject of Accounting, Costing and Finance.

I am also visiting faculty at the Ahmedabad branch of the **Institute of Cost and Management Accountants of India**, at foundation and intermediate level for the subject of Accounting, Costing and Finance.

### ➤ Academic Qualifications:

Sr.No	Qualification
1.	<b>CA Final</b> in November, 2020 with 56.88% in <b>first attempt</b> .
2.	<b>ICWA Intermediate</b> in June, 2018 with <b>All India 6th Rank</b> .
3.	<b>CA Intermediate</b> in May, 2017 with 62.57% in <b>first attempt</b> .
4.	<b>CA CPT</b> in June, 2016 with 85% in <b>first attempt</b> .
5.	<b>B.com</b> in May, 2018 from C.U.Shah Commerce College of Gujarat University
6.	Diploma in system audit ( <b>D.I.S.A.</b> ) by ICAI (Currently Pursuing)

➤ IT Skills: Having in-depth knowledge and experience of work in SAP, Tally ERP, MS office package and other client based customized software.

### ➤ Personal Information:

- **Residential Address:** A-3, Nishu Appartment, Vasansheri, Saraspur, Ab'ad: 380018
- **Date of Birth:** 16<sup>th</sup> Oct, 1997
- **Marital Status:** Unmarried
- **Languages known:** English, Hindi, Gujarati