

**KEVIN JAYANTBHAI SHETH**  
**CHARTERED ACCOUNTANT, B.Com**

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**Career Objective :**

- ❖ To secure challenging, growth-oriented and rewarding position in reputed and esteemed organization to expand my learning, knowledge and upgrading skills.

**Work experience :**

- ❖ Currently Working as a **Senior Accounts & Taxation Executive** at **Satyesh Brinchem Private Limited (Group Co. of Sandesh Limited)** from December, 2022 to Present.
- ❖ Worked as a **Taxation Assistance** with **Dhiren Shah & Co, Chartered Accountant** from January 2022 till August 2022.
- ❖ Worked as an **Audit Assistance** with **D.S. Modh & Co., Chartered Accountants** from July 2021 till December 2021.
- ❖ Worked as an **Audit & Tax Article Assistance** with **Dhiren Shah & Co., Chartered Accountants** from August 2017 till January 2021.

**In the Field of Auditing:**

- ❖ **Statutory Audit** of various business entities like-  
Construction & Real Estate business, Manufacturing entities, Trading Concerns and Food Industries.
- ❖ **Tax Audit** of Corporates as well as Non- Corporates Entities along with Filing of Income tax Returns and preparation of respective Computation of Income.
- ❖ Preparation of Notes to Accounts, Statutory Audit Report, Vouching and Verification, Ledger scrutiny & entire Audit Finalisation process as part of Statutory Audit of Corporate as well as Non-corporate entities.

**In the Field of Direct Taxation:**

- ❖ Handled various Income tax assessment cases & Re-assessment cases of different entities.
- ❖ Handled various compliance of Income tax scrutiny Notices, Refund issues, Rectification Application etc.
- ❖ Assisted client in preparing submissions for Assessment and (CIT) Appellant proceedings.
- ❖ Prepared GST Basic Returns.

**In Other Field:**

- ❖ Prepared different forms of RERA. (Form -3 & Form -5)
- ❖ Execution of various statutory audit procedures.
- ❖ Filing of mandatory forms required under Companies Act,2013. (AOC -4 & MGT -7)
- ❖ Accounting and Finalisation of Books of Accounts.
- ❖ Advance tax calculation work.

## Education:

### I. PROFESSIONAL QUALIFICATIONS:

#### THE INSTITUTE OF CHARTERED ACCOUNTANT OF INDIA

| YEAR           | EXAMINATION         | MARKS/TOTAL |
|----------------|---------------------|-------------|
| November, 2022 | CA FINAL GROUP – I  | 229/400     |
| December, 2021 | CA FINAL GROUP – II | 212/400     |
| November, 2018 | CA IPCC GROUP – II  | 175/300     |
| May, 2017      | CA IPCC GROUP – I   | 201/400     |
| June, 2016     | CA CPT              | 135/200     |

### II. ACADEMIC QUALIFICATIONS:

| YEAR        | EXAMINATION     | CGPA/PERCENTAGE |
|-------------|-----------------|-----------------|
| March, 2019 | B.com           | 6.21 CGPA       |
| March, 2016 | XII STD. (GSEB) | 82%             |
| March, 2014 | X STD. (GSEB)   | 80%             |

\*M.com Semester - I (External) exams appeared in December, 2022.

## Core Competencies:

- ❖ Extensive work experience in all aspects of the profession with an excellent exposure to Auditing and Direct Taxation.
- ❖ Ability to work under pressure & ability to build good relationship with client.
- ❖ Sufficient knowledge regarding analysis of Financial statements.
- ❖ Having work experience of around 4 years with following features of Microsoft Office Excel, Microsoft Word and basic knowledge for other features.

## Personal Details:

- ❖ Father's Name : Mr. Jayant Gunvantrai Sheth
- ❖ Date of Birth : 14<sup>th</sup> June 1999
- ❖ Language Known : English, Hindi and Gujarati (Mother Tongue )
- ❖ Gender : Male
- ❖ Marital Status : Unmarried