

## HITESH FUTARMAL LUHAR

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### CAREER OBJECTIVE

To assist your company with my immense potential while performing my work, which could help me with a promising career ahead and contribute to the company's development.

### EDUCATIONAL QUALIFICATION

DEGREE	YEAR OF PASSING	BOARD/UNIVERSITY/INSTITUTE	CGPA/MARKS/%
Master of Commerce	Jul - 2021	Gujarat University	6.54
Bachelor of Commerce	Mar - 2019	Gujarat University	6.73
CA-CPT	Jun - 2017	ICAI	134/200
12th	Mar - 2016	G.S.E.B.	77.47%
10th	Mar - 2014	G.S.E.B.	73.33%

### PROFESSIONAL CERTIFICATION

- Global Certification of SAP FICO from SAP on May 2023
- Certificate of Google Project Management Professional Certification from Google & Coursera on 3rd October, 2021
- Certificate of CFA Institute Investment Foundations® Program from CFA Institute® on 25th July, 2020
- Certificate of GST from the National Academy of Customs, Indirect Taxes and Narcotics (NACIN) on 13th July, 2019

### PROFESSIONAL EXPERIENCE

1. **Tatvic Analytics Private Limited** Ahmedabad, Gujarat (Dec-2021 to Present)  
1 year and 6 months' work experience at Tatvic Analytics Private Limited as an Accounts & Finance Executive

#### Job Profile:

- Review and verify all Expenses, Payroll records, Supporting documents, etc.
- Reconciles Financial Discrepancies by collecting and analyzing account information.
- Outward remittance, preparation of 15CA/CB.
- Monitoring Customers Accounts, Resolving Disputes and Financial Analysis.
- Developing and managing budgets, as well as forecasting financial performance based on market trends and company goals.
- Processing of daily, weekly and monthly invoices and resolving queries.
- Accomplish accounting and organization missions by completing related results as needed.
- Assessing Internal Controls, including Risk Assessments and reviews of risk areas.
- Reconcile Accounts Payable and Receivable.
- Activities related to closing of books of accounts, reconciliation, allocation and adjustments.
- Prepare and submit monthly/weekly reports.

2. **RSAP & Co, Chartered Accountants**, Ahmedabad, Gujarat (Feb-2021 to Dec-2021)  
11 months' work experience at RSAP & Co, Chartered Accountants as an Accounts and Audit Executive

**Job Profile:**

- Accounting, Finalization and Scrutiny for Financial Statements
- Bookkeeping (Preparation of Balance Sheet and Profit & Loss Account).
- Statutory Audits of Non-Governmental Organizations.
- Tax Audit, GST Audit & Internal Audit.
- GST Compliances - Registration, Monthly & Quarterly filing Returns.
- Evaluating Internal Control Systems/Procedures, Preparing Audit Reports.
- Filing Income Tax Returns.
- Bank Reconciliation, Budget and query resolution.

**Highlight:**

- Lead Statutory Audits of Non-Governmental Organization at Gujarat. Involved in this assignment from planning to reporting stage.

**COMPUTER EXPERIENCE**

- Proficient with MS-Excel and Google Spreadsheet
- Accounting Software like Tally Prime, SAP, Zoho, other customized accounting software
- Internet Savvy

**CERTIFICATION COURSE**

- MS-Office at ITCT Learning Systems Pvt. Ltd.
- Certification Courses of Capital Markets, Commodities, Derivatives, Banking from Corporate Finance Institute
- Excel Crash Course by Corporate Finance Institute
- Learn Six Sigma White Belt Certification at Management and Strategy Institute (MSI)
- Risk Management & Corporate Actions at TCS iON Digital Learning Hub

**PERSONAL STRENGTH**

- Interpersonal Skills
- Discipline
- Respectfulness
- Leadership Skills

**ADDITIONAL ACTIVITIES**

- Published e-books on the Instamojo marketplace ([hiteshluhar.myinstamojo.com](https://hiteshluhar.myinstamojo.com))
- Write Blogs related to Taxation, Finance, etc. ([easytaxationbyhitesh.blogspot.com](https://easytaxationbyhitesh.blogspot.com))

**PERSONAL INFORMATION**

- **Address:** D/430, Krishnanagar, Adinathnagar, Odhav, Ahmedabad - 382415
- **Date of Birth:** 20th May, 1999
- **Nationality:** Indian
- **Languages Known:** English, Hindi & Gujarati
- **Linkedin:** [linkedin.com/in/hitesh-luhar](https://linkedin.com/in/hitesh-luhar)