**Rupal Kamble**

**Mobile:**+91-9724659002

**E-Mail:** kamblerupal002@gmail.com

**In quest of assignments in the field of Accounts/Taxation/Finance with an organization of high repute.**

**SYNOPSIS**

* A **dynamic professionaloffering 4 Years** of experience as a Senior Officer with A Infrastructure Limited., **Ahmadabad.**
* Adept with the knowledge of Direct Tax, Indirect tax, Accounting, Auditing.
* Effective interpersonal skills with abilities to meet deadlines.
* Ability to work accurately and pay attention to details.

**EMPLOYMENT SNAPSHOT**

**Since June ’12 with** A Infrastructure Limited**, Ahmadabad as a Senior Officer Accounts.**

**Role**

* Finalisation of accounts, Preparing Balancesheet.
* Checking of MIS including Fund flow, Cash flow, variance reports for the purpose of MIS and related statement to MIS
* Ensuring statutory compliance of taxation in accounting
* Ensuring matter of Appeal and Assessment matter regarding sales tax department.
* Preparation of returns for VAT on monthly basis and Annual basis.
* Preparation of returns for TDS on Quarterly basis.
* Preparation of Income tax return of Company
* Managing payments of VAT, TDS, Excise, Service tax
* Over all controlling on day to day Accounting work
* coordinating with Statutory auditor, Cost auditor, Internal & Tax auditor in review of books and process of the organization
* Handling VAT Audit and TAX audit
* Reconciliation with parties and Inter units

**ARTICLESHIP**

**Jan’07 to June’10 with Shah & Iyer, Ahmadabad.**

* **Statutory Audit, Internal Audit and Tax audit**
* **Preparation of TDS returns and Service tax return.**
* **Taxation**
  + Preparing tax returns and doing tax planning relating to individual, partnership firms and companies and firms.
  + Audit of companies and firms
  + Tax audit report

**SCHOLASTICS**

* **CA FINAL FIRST GROUP 2011**.
* **CA INTER** from ICAI in 2009.
* **CS Inter** from ICSI in 2011.
* **B.Com.** from Gujarat University Secured 63% in 2009.

**IT FORTE**

**Well versed with** Oracle, Kitret, Spectrum, Taxman, MS Office Word, Excel, Tally and Internet Applications.

**PERSONAL DOSSIER**

**Date of Birth :** 31st October 1989

**Linguistic Abilities :** English, Hindi, Gujarati & Marathi.

# Present Address : Ahmadabad -380001