NILAY SHAH (M.Com, CA Final-Gr.1)

**Contact**: *+91 9898 13 6699, 079 26750017* **Email**: *shahnilay83@gmail.com*

**CAREER OBJECTIVE**

To join a progressive concern that allows for integrating my own goals with the organisation’s, so as to become a catalyst in each other’s growth.

**ACADEMIC CREDENTIALS**

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| **Course** | **Institute** | **Month/Year** | **Grade / Percentage**  **Secured** |
| C.A. Final (Group-1) | ICAI | May 2012 | Pass |
| C.A. PE-II (Group-1) | ICAI | Nov 2008 | Pass |
| C.A. PE-II (Group-2) | ICAI | Nov 2006 | Pass |
| M.Com | R. J. Tibrewal Commerce College, Gujarat University | Apr 2009 | Second Class (51.00%) |
| B.Com | R. J. Tibrewal Commerce College, Gujarat University | Mar 2004 | First Class (67.63%) |
| H.S.C. | Sheth C N Vidyalaya, GSEB | Apr 2001 | Distinction Class (80.00%) |
| S.S.C. | Sheth C N Vidyalaya, GSEB | Mar 1999 | First Class (75.29%) |

**ARTICLESHIP**

**Ashit N Shah & Co.**

Chartered Accountants,

Ahmedabad

Position: Article Assistant

Period: From Feb 2009 to Feb 2012

**KEY ASSIGNMENTS / RESPONSIBILITIES**

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| **Typer of Audit work** | **Details** |
| *Statutory* | Experience of working with a public limited company during the Articleship period.  *clients:* Gujarat Tool Room |
| *Tax* | Experience of doing tax audit of various organizations falling u/s 44AB and 44AD of Income Tax Act, 1961  *clients:* Shah Investors Home Ltd, Aashi Plastics Pvt Ltd, Raj Polymer,  Pragna Organics (vapi), D.K.Dyes and Chemicals, Ahmedabad Cement Company, N.P.K.Pvt Ltd, Vimla Exim Pvt Ltd, Manzil Enterprise Pvt Ltd, Azure Finance Pvt Ltd, SIHL Commodities. |
| *Bank* | Experience of doing Branch audit of a Nationalised Bank during the 3 years of articleship period.  *clients:* Various Branches ofDena Bank |
| *Tax Returns* | Experience of filing manual and electronic Tax Returns.  *clients:* Companies, Firms, HUF’S, Trusts, Individuals |
| *Stock* | Experience of doing Stock audit.  *clients:* Kataria Automobiles, Aarohi Motors, Anjani Fabrics Pvt Ltd. |
| *Revenue* | Experience of doing Revenue audit.  *clients:* Bank Of India |
| *Trust* | Experience of doing various Trust Audits  *clients:* Jivdaya Charitable Trust, Pethapur Suvidhinath Jain Derasar. |
| *Project Report Work* | Experience of doing Project Report Work *clients:* Rainbow Aluminium Pvt Ltd |

The assignments normally include ***Process Compliance & Performance Reviews*** in various operational areas of the organization, i.e; Accounting & Finance, Internal Control Systems, Statutory Regulations, Secretarial Compliance etc.

**COMPUTER PROFICIENCY**

* Completed “**COMPUTER TRAINING COURSE**”in accordance with the requirements of Regulation 45 of the Chartered Accountants Regulations, 1988.
* Working Knowledge in M.S.Office
* Worked extensively on most user-friendly accounting package like Tally ERP 9 and other older versions
* Familiar with income tax returns preparation software for Corporate and Non-Corporate Assesses and calculating advance tax liability

**PERSONAL VITAE**

* **Date of Birth:** 13th September 1983
* **Marital Status:** Unmarried
* **Languages known:** English, Hindi, Gujarati
* **Cast :** Hindu-Jain
* **Address:** C-402, Indraprasth-III, Near Dhananjay Bngls, 100 Ft Road, Satelite, Ahmedabad – 15