

Abhishek Sah

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❖ **CAREER OBJECTIVES**

Seek to work in an environment that will challenge further and provide me the knowledge that is professionally important to me while allowing me to contribute to the achievement of organization objectives.

❖ **Professional /Academic Qualification**

Examination	Institute/Board	Year
CA Final	Institute of Chartered Accountant	Result Awaited
CA Intermediate	Institute of Chartered Accountant	November 2021
CA Foundation	Institute of Chartered Accountant	November 2018
Higher Secondary	Nepal Board	2018
Secondary	Nepal Board	2016

❖ **WORK EXPERIENCE**

Article Assistant at Rastogi Narain & Co. (19-04-2021 to 18-04-2024)

Major Assignments Handled

❖ **Auditing and Assurance**

Sector	Name of Clients	Nature of Assignment	Responsibility
Investing Company	MYRE Tech LLP, Morphre Delta Pvt. Ltd ,Morphre Eco Pvt. Ltd , Morphre Bravo LLP	Statutory Audit	<ul style="list-style-type: none">➤ Verify the nature of Investment and end use of the proceeds raised through private placements.➤ Interest & dividends payout check and internal control.➤ Income Tax Compliance – Statement of Financial Transactions(SFT)➤ Verifying the shareholder and partners accounts.
Service Sector	<ul style="list-style-type: none">➤ DMD Advocates➤ Morphogenesis	Statutory and Tax Audit.	<ul style="list-style-type: none">➤ Verifying the Fixed Assets Registered, Loans and Advances and others balance sheet items.

	<ul style="list-style-type: none"> ➤ Whisk Software Private Limited ➤ Vishes Info system Private Limited. 		<ul style="list-style-type: none"> ➤ Verifying the revenue, operating expenses and ensuring their completeness. ➤ Finalizations of Books of Accounts. ➤ Leading the teams and getting the work done from the team. ➤ Ensure proper deductions and accounting of statutory dues. ➤ Drafts Audit Reports as per reporting requirements of Companies Audit Report Order, 2020.
Trust	Morphogenesis Employee Gratuity Trust, Gargi and Vidya Dutt Foundation, Patna Central School.	Internal and Statutory Audit.	<ul style="list-style-type: none"> ➤ Drafting and filing of Tax Audit Report – Form 10B ➤ Finalizations of books of accounts ➤ Incorporation of Trust ➤ Filing of Form 12A and 80G certificate. ➤ Filing of Form 10BD for donation receipts.

❖ DIRECT TAXATION

- Involved in computation and Preparation of Income Tax Return including e – filing of returns of various individuals (including sole proprietorship) HUF, Partnership Firms and Private Limited Companies.
- Preparation and filing of Tax audit report for Individual, Partnership, firms, Private Limited Companies
- GO through the provisions of Income Tax for preparing and filling of **15CA –CB**
- Prepare and submit Income Tax Rectification of various clients
- Prepare and submit submission for the Income Tax Assessments and Inquiry proceedings.
- Preparing and e- filing the TDS returns of various clients.
- Compliance checking and reconciliation of TDS

❖ INDIRECT TAXATION

- Preparation and filing of GSTR 1, GSTR 3B on monthly and quarterly basis.
- 2A/2B reconciliation with books of accounts and GSTR 3B.
- GST Audit **GSTR 9 & 9C**.

❖ **ROC COMPLIANCES**

- E- filing of various form like **AOC -4, MGT 9, Form 8 ,Form 11, INC 20A**, Appointment of first Auditor , Filing of Causal Vacancy of Auditor under companies Act, 2013
- Director's Appointment , Resignation and KYC of Director (**DIR-3, DIR 3 KYC**)
- Formation and incorporation of Company and LLP with Registra of Companies(Spice+ and FILLIP)
- Preparation of Documents related to striking of Companies.
- Issue of share and debenture on private placements(**SH 3 and PAS 4 & 5**)
- Filing of Special Resolution with Registra of Companies (**MGT 14**)
- Drafting of partnership Deed, LLP agreement and other Agreements.
- Preparing and finalizing the Annual Accounts as per revised Schedule III, Notice to Shareholder, Director Report.

❖ **COMPUTER SKILL**

Taxation Software –Compu Office and Good knowledge of Tally & Busy Packages.
Knowledge of MS Excel, MS Word.

❖ **STRENGTH & SKILL**

Dedication to work, Taking ownership, Confident, Accept Challenges.
Commitment and Ability to work under Pressure & Strong Analytical and problem solving abilities.

❖ **PERSONAL DETAILS**

Date of Birth : 17 Feb 2001
Father's Name : Shyam Sundar Prasad.
Communication
Address : S-265 School Block Shakarpur, East Delhi-110092