**CA JYOTI KANDHARI**

**Email**: [jyotikandhari@gmail.com](mailto:jyotikandhari@gmail.com)

**Mob**: 99045 66253

**CAREER OBJECTIVE**

To develop and excel myself and at the same time add value to my Career in the Corporate World and lend a sincere hand in completion of vision and mission of organization.

**PROFESSIONAL BACKGROUND**

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| **Qualification** | Institute / Organization | **Board / University** | **Percentage/ Marks (%)** | **Year** | **Remarks** |
| **CA Final**  **(Group I & II)** | Institute of Chartered Accountants of India | Institute of Chartered Accountants of India | 400/800 | November 2013 | PASS |
| **CA IPCC**  **(Group I & II)** | Institute of Chartered Accountants of India | Institute of Chartered Accountants of India | 439/700 | November 2010 | PASS |
| **CA CPT** | Institute of Chartered Accountants of India | Institute of Chartered Accountants of India | 150/200 | December  2009 | PASS |

**EDUCATIONAL BACKGROUND**

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| **Qualification** | **Board / University** | **Percentage (%)** | **Year** |
| **Master of Commerce (M.com)**  **(External)** | Gujarat University | Continue  (Sem-4) |  |
| **Bachelor of Commerce (B.com)** | Gujarat University | 78.00 | April, 2011 |
| **H.S.C.** | Gujarat State Board | 80.29 | March, 2008. |
| **S.S.C.** | Gujarat State Board | 90.00 | March, 2006. |

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| **Summary** | I have completed my **CA**from the ICAI*.* I had done my Articleship under CA DILIP JODHANI, Chartered Accountant **(**Partner of RAJ BORDIA & CO., Bombay base C.A. Firm having more than 10 partners and appointed as statutory central auditor of the S.B.I.), I have gained knowledge and experience in the fields of **Accounting, Auditing, Income Tax, Service Tax, Excise etc.** The most important strengths of my personality are my Positive Attitude towards life, hardworking, openness towards learning new skills and updating myself. |
| **Skills** | * Sound knowledge of Accounting and Auditing Standards and Taxation Laws. * Good communication and Presentation skills. * Confident and interaction with individuals at all levels. * Strong multi-tasking and interpersonal skills. |

**PROFESSIONAL EXPERIENCE**

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| **Auditing, Reporting & Direct Taxation Function** | **Key Activities involved:**   * Tax Audit as per Income Tax Act. * Preparation of Computation of Total Income and E- Filing of Income Tax returns of various companies and individuals. * Ensuring timely filling & assessment of E-TDS return. * Preparation of Letters and other Official Communications like Rectification Letters, Stay of demand letters, etc. before Income Tax Authorities. * Ensuring compliance to Legal accounting and taxation laws (norms) while auditing for the financial transactions. |

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| **Indirect Taxation Function** | * E- Filing of Service Tax & Excise returns of various companies and individuals. * Assisted my Principal in Assessment Proceeding. * Handling Service Tax Audit, Appeals, Preventives Matters. * Resolving queries of the Clients. * Preparation of Letters and other Official Communications before Authorities. |

**COMPUTER LITERACY**

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| **Computer Knowledge and Skills** | * Proficient with various accounting and auditing Packages Like “Tally” & “elite ERP” * Proficient with Taxation Software Like “Easy Office” for Income Tax, Service Tax, Audit etc. * 100 hours Compulsory Computer Training prescribed by the ICAI. |

**PERSONAL DETAILS**

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| **Father’s Name**  **D.O.B.** | Mr. Chandarkumar G. Kandhari  24th August, 1991 |
| **Hobbies** | Listening Music & Reading. |
| **Cast** | Hindu Punjabi |
| **Languages known** | English, Hindi, Gujarati and Punjabi |
| **Permanent Address**  **Reference** | Block No. 81/A, Thakkarbapa Nagar, Naroda Road, Ahmedabad-382 350.  Available on Request. |

**Place: AHMEDABAD**

**Jyoti C. Kandhari**