

KULDEEP NARESH SOLANKI

ADDRESS: D-24, Shakti Nagar, Gandhidham (Kutch) -370201

OBJECTIVE:

- To Find a Position for myself in an esteemed organization where, I could polish my skill and expand my technical horizon where all my skills could be out use for the betterment of both the firm and my own self.
- Manage Accounting Activities to ensure compliances with accounting principles (GAAP) and external Audits.

WORK EXPERIENCE:

A) PARAMOUNT ACCOUNTANCY

(2021-Till Date)

- Prepare Accurate, & Timely MIS Report of company Or Firm to Owner/Directors,
- Complete the monthly financial report that reflect an accurate assessment of financial results
- Filing monthly Goods and Service Tax (GST), Tax Deducted at Source (TDS), Calculation of Input Tax Credit on Monthly by reconciling and working basis.
- Preparation and submit Stock Report and Conduct Stock Verification Procedure on time basis
- Prepare Documents and Calculation for Letter of Credit and Overdraft to bank and NBFC and other Document for Unsecured Loan.
- Contribute to the development and implement of best practice and process improvement.
- Administered accounting policies and procedure in accordance with GAAP and Audit Requirement as per Accounting and Audit Standard of ICAI.
- Oversee the company's global, or any other intercompany transaction , consolidate , foreign exchange and related work stream
- Contribute to the development and Implementation of best practice and process improvement
- Prepare and analyze the balance sheet, Income statement, cash flow statements And Variances Narratives,
- Preparing and Filling Income Tax Return Of Individual And Firm
- Oversaw the Companies General Accounting operation by strategically controlling and verifying financial.

B) SHAH KHANDOR & CO.

(2021-2023)

I) Internal Audit of Major Port Of Kutch

(DEENDAYAL PORT AUTHORITY & VADINAR PORT)

- Determine whether the existing system of controls is in harmony with the structure of the organization. As far as possible keeping the controls within the operating functions acts as a cost effective measure;
- Review each control and analyses them in terms of costs and benefits;
- Review the reliability and integrity of financial and operating information and the means used to identify measure, classify, and report such information;
- Review the systems established to ensure compliance with those policies, plans, procedures, laws, and regulations which could have a significant impact on operations and reports.
- The requirements to meet audit objectives by proper segregation of functional responsibilities
- Timely Verify Security Deposits usage and release of this deposit

D) ARJAN MALL & MISC SHOPS (Billing Executive & Administration) (2017-2021)

- Kept an Accurate Record of Client Account and Outstanding
- Received, Sorted and Tracked Incoming Payment
- Prepared Item Wise Bill or Invoice and Record amount due for Item Purchase and sale
- Validate Debited Accounted for Ensure the Credibility of Payment • Responsible for Assigning Day to Day Tasks

QUALIFICATION:

UNIVERSITY/SCHOOL	BOARD	PERCENTAGE	YEAR
INDIAN INSTITUTE OF CHARTERED ACCOUNTANT- CA INTERMEDIATE-1	ICAI	57%	2021
TOLANI COMMERCE COLLEGE	KACHHCH UNIVERSITY	59%	2021
INDIAN INSTITUTE OF CHARTERED ACCOUNTANT – CA FOUNDATION	ICAI	62%	2020
MODERN SCHOOL	GHSEB	56%	2015
MODERN SCHOOL	HSEB	58%	2017

SKILLS:

Tally ERP 9, Tally Prime, Tally Edit Log, Microsoft Word, Excel and Access, Spectrum GST (Income Tax, GST & TDS), Tax Pro (Income Tax, GST & TDS).

LANGUAGES:

English, Gujarati, Hindi

STATUS: SINGLE

CONTACT DETAILS:

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