

SHRADDHA SODHANI

B.Com

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CAREER OBJECTIVE

Seeking a challenging position in the finance function of an organization where my knowledge and skills can be optimally utilized towards the accomplishment of the organization's mission. Long term plans are to progress to the higher level of management and contribute towards sustainable development of the organization and the society.

Work Experience

Currently working at **L A B H & Associates (Formerly Kishorpuria Lakhotia & Co.)** from July 2016

Articleship at **Kishorpuria Lakhotia & Co.** from 19th March 2012 till 10th August 2015.

Key Assignments handled were:

- Finalization of Books of accounts, Profit and Loss A/C and Balance Sheet
- Working knowledge of Schedule III
- Handling of Internal Audit of Trading Concerns
- Finalization of Tax Audit Report
- Preparing tax plans and finalization of accounts of Corporate and Non-Corporate Assessee
- Ensuring compliance of the applicable Accounting Standards
- Various ROC Works of Clients of different fields
- Preparation and E-Filing of Returns of Service Tax, Vat, CST & TDS
- Statutory , Concurrent & Vendor Audit of Bank branches
- Preparation and filing of Income tax returns of various assesses
- Drafting Audit Report as per CARO 2016.

Professional Qualifications

Stage	Institute		Year	Result
CA – Final	ICAI, Kolkata	Both Group	MAY 2018	Due
CA – IPCC	ICAI, Kolkata	Both Group	NOV 2011	Pass
CA – CPT	ICAI, Kolkata	-	MAY 2010	Pass
CS (FOUDATION)	ICSI, Kolkata	-	DEC 2011	Pass
CS (EXECUTIVE)	ICSI, Kolkata	Group- I	DEC 2012	Pass
CS (EXECUTIVE)	ICSI, Kolkata	Group-II	JUNE 2013	Pass
CS (PROFESSIONAL)	ICSI, Kolkata	Group-I	JUNE 2015	Pass
CS (PROFESSIONAL)	ICSI, Kolkata	Group-II & III	JUNE 2016	Pass
CS (PROFESSIONAL)	ICSI, Kolkata	Group –IV (1 paper)	DEC 2016	Pass
CS (PROFESSIONAL)	ICSI, Kolkata	Group –IV (1 paper)	DEC 2017	Awaited

Academic Qualifications

Examination	Year	School/College	Board/ University	Performance
B.COM	2011-2013	Seth Anandram Jaipuria College	Calcutta University	59%
Higher Secondary	2010	Rajasthan Vidya Mandir	ISC	84.6%
Secondary	2008	Rajasthan Vidya Mandir	ICSE	76%

Computer Proficiency

- Having good knowledge of MS Office tools (word, excel & powerpoint)
- Working experience of Tally (9) ERP
- Familiar with Internet Operations

Personal Achievements

- Got an appreciation Letter from senior partner of the firm.
- Trained in Classical Kathak Dance and participated in various competitions

Personal Details

Date of Birth	: 3 rd April 1992
Marital Status	: Single
Father's Name	: Krishna Kumar Sodhani
Sex	: Female
Languages Known	: English, Hindi & Bengali.
Hobbies	: Dancing, Reading Novels & listening music
Key Strengths	: Ability to build interpersonal relationship and positive mindset High degree of self motivation; Team work spirit.
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