DEEPIKA KAUSHIK Contact No.: +91 9871904629 (M)

Place: New Delhi, India

Email: kaushik.deepika087@gmail.com

To join an organization that can provide challenging goals and tremendous career growth opportunities. To evolve as a successful professional and at the same time get good experience by satisfying high demand of industry with hard work, patience and righteousness in your esteemed organization.

Location Preference: Open to work across the Globe

Career Benchmarks Achieved ~

* Got enrolled in Cost Accountancy in June '09.
* Undertook Article ship and performed various cost sheets and compliance report, data entry in tally Erp9 , and other tasks.
* Graduated as a Bachelor of Commerce in May '09.
* Employed by Jms & co in September’12.

Employment Details ~

From September’12 to Jan’14 with Jms & co as an Accounts Assistant.

From Feb’14 to till date with Delhi Grip consultant private limited as an Accountant.

**Core Areas of Work** and Responsibilities:-

* Managing accounting entries in tally ERP 9.
* Assist in finalization of accounts.

Income tax Matters

* Tax planning of individuals, firms, and companies.
* Computation of Total Income along with tax calculation according to Income Tax Act, 1961 for Companies, Firms, Trusts and Individuals.
* Preparation and e-filing of ITR for all above entities.

Scholastics ~

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| Examinations | Institutions | Year |
| Cost Accountancy The Institute of Cost Accountant  of India | | ICWAI (Group-1) |
| *ICWAI (Group-2)* |
| Bachelor of Commerce | Delhi University | 2009 |
| Senior Secondary | CBSE Board | 2005 |
| Higher Secondary | CBSE Board | 2002 |
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IT Skills ~

* Tally and other customized accounting packages.
* Highly Conversant with MS-Office Suite (Excel, Word, PowerPoint).

Academic Achievements ~

* Secured 50% in ICWAI(Group-1) –50% and 53% in ICWAI (Group-2)
* Successfully accomplished 100 hours ICWAI Training course.

Personal Dossier ~

Father’s Name : Mr. Ravinder kaushik

Date of Birth : 20th Jan 1987

Linguistic Abilities : English, Hindi

Extra-Curricular Activities : Listening Music and Travelling.