

CA Chander Verma

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OBJECTIVE:

To have a successful career in matters related to company compliances by being a part of your reputed organization where I can use my skills and knowledge and learn new things to improve the same and become a fruitful asset to the company.

ACADEMIC CREDENTIAL:

Examination	Institution	Board/University	Year
CA	I.C.A.I	I.C.A.I	2018
B. Com	Govt. Arts & Commerce College, Indore (M.P.)	D.A.V.V. Indore (M.P.)	2010
HSC	Govt. Boys H S School No. 1, Sehore (M.P.)	M.P. Board, Bhopal	2007
SSC	Govt. Boys H S School No. 1, Sehore (M.P.)	M.P. Board, Bhopal	2005

WORK EXPERIENCE:

FAMILYCARE CONSUMER PVT. LTD. (A Millennium Babycares Limited Company)

Designation: Accounts Manager

Duration: 4th July, 2022 to Till Date.

Worked Performed:

- Preparation and review of Financial Statements every month before the deadline include BS, PL, TB, AR, AP, Working Capital, Cash Flow, Stock Statement including ageing.
- Monthly Variance Analysis of Expenses/ Income with compare of Annual Operating Plan vs Actuals.
- Review of Payroll/ CTC Master and Statutory things related to Payroll.
- Handling credit control and Vendor Management which include defining credit terms for the Debtors, follow up with them for timely collection of payment and at the same responsible that payment to vendors should be made in time as per pay terms.
- Handling GST Return and filing, Understanding of Indian GST concept, aware of GST Returns and relevant Annexures.
- Direct Taxation handling including Advance Tax, 26 AS reconciliation, TDS Returns.
- Coordinate with statutory auditor and assist them in conducting the audit smoothly.

MASTERPLAST INDIA PVT. LTD. (Manufacturing Industry)

Designation: Accounts Manager

Duration: 29th December, 2019 to 30th June 2022.

Worked Performed:

- Experienced in handling Letters of Credit (LCs) and Bank Guarantees (BGs), proficient in negotiating terms, ensuring compliance, and streamlining processes to optimize efficiency.
- Handled AA/EPCG license, registration of license, redemption of license, import fulfillment, export obligation and overall Regulatory compliance.
- Set up an effective accounting system & monitoring the correctness and timeliness maintenance of day to day book keeping of records, preparation of MIS, ageing analysis, exceptional report, and directly discuss the same with management.
- Take care of day-to-day statutory compliances of Income tax, Goods & Service tax, Sales tax and other taxes applicable to organization.
- Preparation of Monthly division wise financial statement and discuss the same with management.
- Handling end to end financial, accounting & auditing matters in the company.
- Negotiating the terms of business deals and moves with associated organizations.

SAI BRUSHES PVT. LTD. (Manufacturing Industry)

Designation: Assistant Manager (Accounts & Taxation)

Duration: 6st March, 2019 to 28th December, 2019

Worked Performed:

- Prepare financial statements, including monthly and annual accounts
Handel day to day work of various companies.
- Prepare several types of GST return of company. (GSTR-3B, GSTR-1)
- Working of VAT tax assessment.
- Handling end to end financial, accounting & auditing matters in the company.
- Negotiating the terms of business deals and moves with associated organizations.

JHAVAR & COMPANY (Chartered Accountants)

Designation: Manager (Audit & Taxation)

Duration: 1st July, 2015 to 31st January, 2019

Worked Performed:

- Tax planning, Prepare & File several of types of Income tax return of companies, LLPs & individual etc.
- Examined accounts & records, computed taxes and submit the tax return owned according to prescribed rates & regulation of Individuals & Business Establishments.
- Finalization of accounts of various companies Including LLP & firm.

INTERNSHIP & TRAINING:

While working as an article assistant at **M/s Jhavar & Co., Indore (Chartered Accountant)** my work profile mainly consists of Stock Audit, Bank Audit, Statutory Audit, Tax Audit, Income tax return and TDS return.

PROFESSIONAL COURSE / TRAINING ATTENDED:

- General Management & Communication Skills course held by I.C.A.I.
- Information Technology Training course held by I.C.A.I.

ACTIVITIES & ACHIEVEMENTS:

- Course for grooming English & Personality development.
- Participate in commerce Exhibition in Annual day function.

PERSONALITY & SKILLS:

- Confident Person
- Handle more than one client at a time
- Working ability to complete the task on or before the time effectively.
- Proper Planning of work before start.
- Knowledge of Tally-Prime, Finacle, MS-Office, Tally-ERP etc.

PERSONAL DETAIL:

Father's Name : Mr. Devkaran Verma
Date of Birth : 22nd September 1989
Current Address : 17B, Vaibhav Nagar Ext., Kanadia Road, Indore-452016
Permanent Address : Village- Diwadiya, Ichhawar, Sehore - 466115