

## CAREER OBJECTIVE

To be a successful corporate personnel by performing my roles and responsibilities with efficiency.

## EDUCATIONAL QUALIFICATION

Year	Course	Institution / Board	Percentage/CGPA
2013	High School	CBSE	10 CGPA
2015	Intermediate	CBSE	92.4%
2018	B. COM	DBRAU	58.61%
Nov, 2020	CA	ICAI	54.5%

## WORK EXPERIENCE

**Name of Firm** : Infosys Ltd. (Associate Consultant - FICO)

**Period** : May 2021 to Present

### Work Description:

- Part of S4 HANA Implementation Project and directly engaging with client to understand the requirement and working with developer to enhance the programs with the customised requirement.
- Having good Knowledge in SAP Inventory Finance (GL Determination in Purchase Order and Production Order process), Controlling Module, IC AP and Basic knowledge in Enterprise Warehouse Management.
- Resolved critical issues raised by business team in Controlling Module such as Configuration issues in Costing Sheet / Cost Components, Custom enhancement on Buy-Part Product Costing.
- Delivered 9 KDD's as Functional and 1 KDD as Techno-Functional and provided end to end support. ( 4 Inventory Finance & 6 Costing KDD's)
- Worked in ILM Archival Project and helped in managing the project and completed the Phase I on time.
- Completed Infosys Internal Certification and got skill tag of SAP S4 HANA Professional Finance.
- Got Multiple Client appreciation mails.

## ARTICLESHIP

**Name of Firm** : S. Choradia & Co. Chartered Accountants  
**Period** : Oct 2016 to Oct 2019

### Work Description:

- **Preparation of Projected Financials for Loan Financing.**
- **Drafting & finalisation of Financial Statements:**  
As per applicable financial reporting framework, prepared financial statements of **Agra Mathura City Transport Services Limited** – A State Transport Undertaking.
- **Statutory Audit / Limited Review:**  
Conducted various Statutory Audit of PNB Bank, Hospital and Tax Audit of Shoe Manufacturing Company.
- **Taxation:**
  - GST, TDS, EPF, ESI and Gratuity compliance work at various entities.
  - Prepared various Income Tax Returns and Goods and Service Tax Returns.
- **Internal and System Audit:**  
Conducted various Internal Audit of NBFC, Background screening company and Hotel Industry and Conducted System Audit of Background Screening Company in which Audit of Access Controls of Software Veriflow was done.
- **Developing effective client relationship.**

## SKILLS

- MS Excel (Advanced)
- MS Word

## EXTRA CURRICULAR ACTIVITIES

Actively participating in various activities conducted by Agra Branch of CIRC like Indoor games, Outdoor games and other seminars etc.

## PERSONAL DETAILS

**Name** : Arpit Khatwani  
**Date of Birth** : 29<sup>th</sup> Sep, 1996  
**Languages Known** : English & Hindi  
**Nationality** : Indian  
**LinkedIn ID** : <https://www.linkedin.com/in/caarpitkhatwani>  
**Personal Qualities** : Positive and Analytical Attitude, Confident & Hard Working.