

ADITI GHEEWALA {CA FINALIST, LLB(DEGREE) , B.COM}

Finance, Account ,Auditing & Taxation



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SUMMARY

Finance & credit Head with core skills in Finance, Accounts, Audit, Financial Planning & Analysis along with credit facility understanding, Budgeting, Management Reporting, Business structure understanding & analysis along with timely & accurate Compliances with Tax Payment Management.

EXPERIENCE

JAINAM BROKING LIMITED:

(Multiple role)

Aug 21- Till date Piplod Surat(Guj), India

- Managing bank Guarantee work (portfolio of Rs 2500 Crore BG & 300 Crore O/D) communication for enchantment with 17 banks & maintaining relations.
- Business Rating communication and get rated for BG Purpose from CRISIL.
- Designing System for Smooth & timely working with innovations.
- Working on Trading Profit calculations & Accounting.
- Finalized books of accounts along with Audit & taxation.
- Handling team, timely documentation with banks & exchange.

OTHERS:

- Accounting for International project, & other stock market Product Research.
- Subbroker Payout System Automization
- Software Designing
- Active Participation in corporate Event like Indian option conclave, AGM, etc

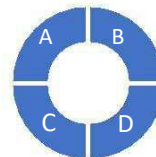
VYARA TILES PVT LTD:

(Finance & accounts head/manager & Assistant to Director)

Jan 21- July 201 Nanpura Surat(Guj), India

- Managing team , responsible for overall Finance & Accounts and producing monthly P&L along with analysis and review along with assisting to Board of directors
- Designing System for Smooth & timely working with innovations.
- Internal Audit From daily basis Along with stock Valuation
- Management reporting of financial statements
- Regulatory compliances (Income Tax incl. TDS, GST, EPFO, PT ,labour laws).
- Timely factory visits (Vyara , Sanad, Palsana), Physical stock verification .
- Product Costing along with coordination with Factory Head & product Head.

WHY ME?



- A. Experienced & Understanding
- B. Strong time & team mgt
- C. Effective communication
- D. Regulatory Compliance .

EDUCATION

CA Inter

[Institute of Chartered Accountants of India](#)

2012

Bachelor 'S in LAW (LLB)

[V. T Choksi Law College \(VNSGU\)](#)

2012

Bachelor of Commerce

[S.P.B.,VNSGU](#)

2009

Article Trainee

[N.V.GURNANI & ASSOCIATES](#)

JUNE 2007- DECEMBER 2010 Nanpura, Surat(Guj), India

- Income tax Return Filing
- Finalization of accounts of the clients
- TDS Return Filing
- Due Diligence
- Audit and Accounting
(Audit of various entities like Transport Companies, Textiles, Hospital, Trust , NGO , Individual)

- Assisting Management in Decision making.

M/S BHURA CONSULTANCY:

(Finance & accounts head/manager)

 July 18- Dec 2020  udhna Surat(Guj), India

- Managing team , responsible for overall Finance & Accounts and producing monthly P&L along with analysis and review .
- Drive customer collection process, produce reports and responsible to bring down overall outstanding
- Designing System for Smooth & timely working with innovations.
- Internal Audit From daily basis
- Management reporting of financial statements
- Regulatory compliances (Income Tax incl. TDS, GST, EPFO, PT)
- GST Audit & Statutory Audit finalization.
- Review of Cost structure and drive cost saving initiative
- Liaising with Government Department & Officers.
- Delivered annual audited accounts with clean audit to our associate
Chartered Accountant in timely manner.



EXTRAS:


Currently working on :


- SGST incentive scheme introduced Gujarat government.
- Refund under GST Regime.


Various CA Firms(For experiences)


As Senior Assistant

 July 2014- March 2018  Surat(Guj), India

 J.P. Saboo & Co. (Partnership firm)

 Dilip Paresh & Co.(Partnership firm)

 Drjoy.in pvt ltd. (Dr. Joy Shah) (Not a C A Firm)

 PNM & Associate(Partnership Firm)

- Month End Accounting and P/L Analysis
- Finalize statutory Reports like Vat return, Excise return, TDS, TCS Reports, Service Tax Reports
- Internal Audit on daily basis.
- Finalisation of accounts .
- Team Management and responsible for overall Finance and accounts
- Various types of Audit (GST audit, Statutory Audit, Concurrent Audit, Company Audit, Stock Audit , Annual audit, Audit of limited Companies.)
- Preparing Cash Flow statements & other schedules of accounts.
- Scrutiny Solving , Preparing Formal Letters.
- TDS Filing, ITR & Audit Report Filing, GSTR Filing.
- To train Interns & Jr. Staff & guide them

PERSONAL DETAIL

DOB: 23rd November 1988.

Residence:

2) B6 Sweet Home Row House, A.M. Road
Adajan, Surat(Guj), India

Passport: Yes

Total Work experience: 8 yrs.

Trainee Experience: 4 yrs

Ready to Relocate- Yes