

CURRICULUM VITAE

Name:

Deepika G

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Personal Data:

D.O.B.	26.05.1991
Nationality	Indian
Marital Status	Single
Hobbies	Playing Chess, Listening to music

Languages Known:

	Read	Write	Speak
English	✓	✓	✓
Tamil	✓	✓	✓
Hindi	✓	✓	

Objective

- To obtain a challenging position in a growth-oriented organization that will enable me to utilize my experience and skills for organizational growth and help me to reach higher pinnacles.
- To achieve the highest degree of proficiency in the field undertaken with total commitment, dedication and hard work.

Work Experience**1) Fujitsu General (India) Private Limited**

Period: Aug 2021 to till date

Designation: Assistant Manager (Accounts and Commercial)

Exposure:

- Fetching data from SAP for preparation of GST returns
- Preparation and Filing of GST Returns for all registrations
- End to end reconciliation of GSTR 1 with Books of Accounts
- Reconciliation of GSTR 1 Vs GSTR 3B
- Electronic Credit Ledger Vs GL Reconciliation
- End to end reconciliation of Purchase Register with GSTR 2B
- Preparation and Filing of GST Annual Return and GSTR 9C
- Co-ordination with Internal Auditors, Stock Auditors and furnishing details
- Preparation of Cross Charge Workings for Common Expenses
- Tax Litigations and Tax Advisory

2) RKM Powergen Pvt Ltd

Period: Dec 2020 to Aug 2021

Designation: Manager (Accounts and Taxation)

Exposure:

- Preparation and Filing of GST Returns for all registrations
- End to end reconciliation of GSTR 1 with Books of Accounts
- End to end reconciliation of Purchase Register with GSTR 2B
- Preparation and Filing of GST Annual Return and GSTR 9C
- Preparation and Filing of Tax Audit Report for Group Companies
- Computation of Tax and filing ITR for Group Companies
- TDS filing and payment
- Co-ordination with Internal Auditors, Stock Auditors and furnishing details
- End to end Reconciliation of TDS with Books of Account

3) Carborundum Universal Limited

Period: June 2019 to Dec 2020

Designation: Deputy Manager (Indirect Taxation)

Exposure:

- Filing of GST Returns for all registrations
- Filing of GST Annual Return and GSTR 9C
- End to end reconciliation of GL VS. GST Returns
- Reconciliation between GSTR 1 and GSTR 3B
- Litigation aspects for GST

- Reply to Show cause notice

Consulting and Audits

Period: July 2016 to June 2019

- GST implementation for various companies
- GST return filing and reconciliation
- Service Tax Reconciliation
- Part of statutory audit team for various companies
- VAT Audits for various clients

Industrial Training

Company: Carborundum Universal Limited

Period: Oct 2014 to July 2016

Exposure:

- Tax Audit – 3CA and 3CD with all annexures
- E-filing of Returns for the company and its subsidiaries
- Reply letter for Appeals, Assessment.
- Presentation on GST, Ind AS, DTAA

Articleship

Firm: Chandran and Raman Chartered Accountants

Period: Sep 2012 to Sep 2014

Audit Exposures:

- Audit of different kinds of industries as per the Auditing Standards Prevailing in India.
- Tax audit for Companies, Firms and Proprietorship.
- Vouching of Various Books like General Ledger, purchase, Sales, Expense, Cash, Journal.
- Preparation and Verification of financial statements as per the Accounting Standards issued by ICAI and *Revised Schedule VI* of Companies Act, 1956.
- Performed Tax Audit for the following type of business organizations:
 - a) Manufacturing Companies
 - b) Shipping Companies
 - c) Software Companies
 - d) Tangedco
- Branch Audit for Union Bank of India
- VAT audit for Sole Proprietorship and Partnership.
- Preparation and filling of Income Tax Returns as per the Income Tax Act, 1961.
- Preparation and filling of Statutory Forms of companies as required by the Ministry of Company Affairs.

QUALIFICATION

Professional Qualification

Course	University	Percentage of Marks	Year
CA Final	ICAI	50%	May 2016
CA IPCC	ICAI	52.5%	May 2012
CA CPT	ICAI	50%	Dec 2009

Academic Qualifications

Course	Board / University	Percentage of Marks	Year
B. Com	M.O.P. Vaishnav College, Nungambakkam, Chennai	74%	2008-2011
12 th std	St Francis Xavier's Anglo Indian Hr. Sec school, Broadway, Chennai	92.75%	2007-2008
10 th std	St Francis Xavier's Anglo Indian Hr. Sec school, Broadway, Chennai	89.5%	2005-2006

ADDITIONAL QUALIFICATION AND SKILLS

- Business English Certificate (EBEC) – Vantage conducted by University of Cambridge
- B.A in Hindi (Pratham to Praveen)
- Microsoft Office
- Knowledge in Tally 7.2, Tally ERP 9, ERP
- Knowledge in Quick Books, Busy, SAP

SCHOLARSHIPS AND REWARDS

- ‘Best Paper Presenter Award’ for Paper Presentation in National Convention for CA Students
 - Pune 2014 – Service Tax – Reverse Charge Mechanism
 - Hyderabad 2015 – Service Tax – Place of Provision of Service Rules
 - Ghaziabad 2015 – Service Tax in Construction Industry
- Central Government Scholarship for meritorious students
- Awarded ‘Arivu Thulir’ in Queen Mary's College on Women's Day

ACHIEVEMENTS

- Session Chairperson for National Conference for CA Students, ICAI
- Invited as Chief Guest and speaker for technical session on GST by Annai Women's College, Karur
- Speaker on GST in Various Study Circles and CPE Programmes
- Certified as “**Accredited GST Trainer**” by NACEN

Academics

- School 2nd in 12th standard
- Centum in Accountancy in 12th standard

Sports

- Member of winning team in Basket Ball
- Won various Chess tournaments in school

DECLARATION

Others

- Participated and won various inter collegiate and inter collegiate competitions
- Won Oratorical and Essay competitions conducted by Mylapore Academy.

I do here by declare that the information furnished above is true and correct to the best of my knowledge.

Date :

Signature

Place : Chennai

(DEEPIKA G)