

Mansi Haria

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Objective

In quest of challenging opportunities, to work on project and assignments in auditing such as internal and statutory auditing, reporting and related responsibilities, with a leading organization of repute in Industry to learn and deliver.

Experience

Feb 2012 - 2015

Haren Bhatt & Company

Article Assistant

Completed 3 years of article training, under the guidance of experienced partners and professionals of the well-established CA firm in Mumbai.

During the tenure, handled various assignments and worked in different domains, i.e., audit, taxation & compliances:

- Prepared various reports on the financial performances of the clients, based on the audits thus performed.
- Conducted detailed analysis of the financial records, to identify the fraudulent and irregular deviations. Also, recommended possible solutions to resolve the identified financial issues and gaps in the reports.
- Performed assessments of Statutory Compliances with Accounting Standards, Standards on Auditing, Companies Act, various tax laws & other laws & regulations.
- Additionally, extended assistance to the clients in other matters such as filing individual returns and corporate returns, and TDS filings.
- Designed and conducted both statutory and internal audit for various clients of the company, and prepared and delivered reports and findings.
- Handling accounting and taxation matters along with the guidance of seniors.
- Maintained strong relationships with the clients through the process, building trust and long term association.

Personal Dossier

Organizational Skills

Analytical Approach | Team Management | Communication Skills | Time Management | Process Driven | Growth Orientation | Leadership

Language Skills

English | Hindi | Marathi | Kutchi | Gujarati

Hobbies / Interest

Cooking & Baking | Fitness - Zumba Dance | Music | Sports - Chess & Badminton

Education

October 2016

Cleared Actuarial Common Entrance Test (ACET)
Institute of Actuaries of India

November 2016

Chartered Accountant, 53.73%
Institute of Chartered Accountants of India

November 2016

Masters of Commerce (M. Com), 60%
Mumbai University

March 2013

Bachelor of Commerce (B. Com), 89.29%
H R College, Mumbai University

February 2010

High School, 82.00%
H R College, Mumbai University

March 2008

Senior Secondary School, 86.61%
Bai RFD Panday Girls' High School, Mumbai

Certifications

“Build Influence with Enhanced Communication and People Skills” - Dale Carnegie Institute

“Fast Reading & Memory Efficiency” - Indo-American Centre Mumbai.

“Public Speaking and Communication Skills” - Indo-American Centre Mumbai.

Elementary Drawing Grade.

Skills & Competence

Analysis of Financial Reports | Reporting | Client Relationship Management | Financial Audit | Statutory Compliance | Accounts | Organizational Skills | Analytical Skills

Technical Skills

Pursuing SAP certification at Institute of Computer Applications (ICA)

MS Office Suite

MIS – Management Information Systems

Accounting ERP System - Tally 9.ERP

Successfully Completed Information Technology Programme (ITT) conducted by ICAI