

# **CURRICULUM VITAE**

**TANISHA SAHARIA**

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## **Career Objective**

Seeking a challenging assignment across the Industry while aiming for personal, professional as well as organizational goals.

## **Summary**

A focused, determined individual with –

- Quest to learn new things, and open to challenges
- Amicable, industrious and committed to excellence
- Flexible and better adaptability
- Work effectively with diverse group of people

## **Professional Qualification**

Examination	Year	Marks	Remarks
CA FINAL-Group II	Nov' 2016	59.25%	Scored 92 in ISCA
CA FINAL- Group I	May' 2016	50.25%	
CA IPCC	May' 2013	53%	Both Groups in 1 <sup>st</sup> Attempt
CA CPT	June' 2012	68.5%	

## **Academic Qualification**

Examination	University/Board	Year	Marks	Remarks
B.Com (H)	Gauhati University	2015	CGPA 7.1	
Higher Secondary	C.B.S.E.	2012	90.6%	
Matriculation	S.E.B.A.	2010	89.5%	Distinction Holder

## **Articleship Experience**

**CA. Firm**      **Sanjay R Jain & Co, Guwahati, Assam**

**Period**          14<sup>th</sup> August 2013–13<sup>th</sup> August 2016

**During the articleship period, exposure was gained in the following areas of expertise:**

1. Audited financial statements of various companies, firms, proprietorship concerns in manufacturing, trading and service industry.
2. Preparing books of accounts, statements of various companies firms, proprietorship concerns in manufacturing, trading and service industry.
3. Involved in Stock, Tax, Sales Tax Audits of various companies, firms, proprietorship concerns. (Viz. manufacturing, trading, etc)
4. Involved in preparation and filing of Income Tax, TDS & Sales Tax Returns.

## Computer Literacy

- Exposure to various Accounting and Tax Packages viz. Tally, CompuOffice.
- Windows, Office Automation Tools (MS Word, MS Excel, MS Power point), Internet.
- Accustomed to work in computerized LAN enabled environment.

## Hobbies and Interest

- Fond of reading
- To play badminton

## Linguistic Proficiency

- English, Hindi, Assamese

## Personal Details

- **Address** : C/O Ramesh Saharia, Near Lions Club, A.T.Road  
Moranhat, Assam
- **Father's Name** : Mr. Ramesh Saharia
- **Mother's Name** : Mrs. Babita Saharia
- **Date of Birth** : 26<sup>th</sup> November 1993
- **Marital Status** : Single

**Declaration:** I hereby declare that all the details furnished above are true to the best of my knowledge and belief.

**TANISHA SAHARIA**