# LIJI JOHNSON

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**SUMMARY**

Completed Intermediate (IPC) from The Institute of Chartered Accountants of India with significant articleship experience in audits, accounts, taxation services and management consultancy services; seeking for a career in Accounts, Taxation and audit

**KNOWLEDGE PURVIEW**

* Financial Accounting
* Taxation
* Statutory Audit (including tax audit)
* GST Compliance and Filing
* Statutory Compliance

**PROFILE SUMMARY**

* Completed Articleship at M/S Manoj & Sajeev Chartered Accountants, Trivandrum
* Pursuing M.Com in Finance from Kerala University, India
* Completed B.Com in Income Tax & Law of accounts from Kerala University, India
* Specialized in Financial Reporting, Taxation, Audits and Finance
* Knowledge in handling Tally.ERP 9
* Good communication skill
* Adept in handling Microsoft Office Word and Excel

**ACADEMIA**

**Educational Qualification:**

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| --- | --- | --- | --- |
| **Period** | **Course/Exam** | **University/Board/Institution** | **Marks (%)** |
| Nov, 2016 | CA IPCC | Institute of Chartered Accountants of India | 51.57 |
| Dec, 2014 | CA CPT | Institute of Chartered Accountants of India | 54.5 |
| March,2014 | 12th Grade | Board of Higher Secondary Education, Govt. of Kerala | 93.0 |
| March,2012 | 10th Grade | Kerala Board of Public Examinations | 8 A+ |

**TRAINING & WORKHOP ATTENDED**

**Certification Program**

Completed 100 hours IT programme and 90 hours of Advanced Integrated Course on Information Technology and Soft Skills (Advanced ICITSS) conducted by ICAI.

Completed 35 hours Orientation Programme and15 days of Advanced Integrated Course on Information Technology and Soft Skills (AICITSS) –Management and Communication Skills Course conducted by ICAI.

**ARTICLESHIP EXPERIENCE**

2016 to 2019: **M/S. Manoj & Sajeev**, Chartered Accountants, Trivandrum

* Responsible for conducting **Statutory Audit of** branches of Nationalised Banks and Private banks
* Finalisation of Accounts of various Govt. Research Institutes
* Internal audit of various Govt. Research Institute
* Adept in tax laws of the country **to prepare the tax computations, different tax returns, tax schedules, assessment closure**.
* Prepared **Financial Statements** for many companies, partnership firms and proprietorship entities.
* Ensured proper **statutory compliance** by filing E-TDS return and other indirect tax return including GST and VAT of more than twenty clients
* Executed the **registration procedures** of business/professional clients in the areas of Goods & Service Tax.

**PERSONAL DETAILS**

* Date of Birth : 28th April1997
* Nationality : Indian
* Languages Known : English, Malayalam, Hindi