

Email: amitchaursiavns@gmail.com

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AMIT CHAURSIA

CAREER OBJECTIVE:

To achieve a responsible position in the organization wherein I can optimize my academic credentials, prove quality contribution in order to meet the organizational need and goals.

ACADEMICS

| Qualification | Year of Passing | Board / University | Institute |
|-----------------------|-----------------|---|--|
| CA INTER | 2015 (NOV) | THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA | THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA |
| B COM | 2013 | MAHATMA GANDHI KASHI VIDHYAPEETH, VARANASI | MAHATMA GANDHI KASHI VIDHYAPEETH,VARANA SI |
| INTERMEDIATE (XII) | 2010 | UP BOARD | SANATAN DHARM INTER COLLEGE, VARANASI |
| HIGHSCHOOL (X) | 2008 | UP BOARD | SANATAN DHARM INTER COLLEGE, VARANASI |

ARTICLESHIP DETAILS

Articled with M/S SINGH BAJPAI & ASSOCIATES, Varanasi (June 25, 2014 to June 24 2017)

WORKING EXPERIENCE

Working as an Audit & Accounts Assistant in M/S KUSHWAHA ASSOCIATES (Chartered Accountants Firms) from August 2017 to July 2020.

Currently working in Audit and Accounts department in M/s Sunil Panchdeo & Associates (Chartered Accountants Firms) from august 2020 till now.

Work Profile and Learning:

- ❖ Engaged in Auditing of various entities like Private Limited Companies, etc.
- ❖ Independently handled internal Audit of Automobile company (Varanasi Autosales Pvt. Ltd.), Hotel Park Plaza Varanasi, Trusts (Ramkrishana Mission Advaita Ashrama and Ramkrishna Mission Hospital, Varanasi Branch) etc.
- ❖ Engaged in Statutory of subsidiaries of Banaras Beads Ltd (Listed Company), Rajat Tie up Pvt. Ltd. Kolkata and Fan Manufacturing Company Ravi Fan Pvt. Ltd. Etc.
- ❖ Verification of different heads of Statement of Profit and Loss and Balance Sheet along with analytics.
- ❖ Engaged in Direct and Indirect Tax case compliances.
- ❖ Assuring TDS and Indirect Taxes Compliances.
- ❖ Preparation of Financial Statements along with Independent Auditor's Report CARO Report etc.
- ❖ Stock Audit of Private Limited Companies (Dhandhanika Distributors).
- ❖ Prepared Consolidated Balance Sheets.
- ❖ Accounting and Finalisation of Books of Accounts.

- ❖ Preparation and furnishing of Income Tax Returns and GST Returns including Individuals, Private Ltd Companies,& Partnership Firms etc

MANAGEMENT TRAINING DETAILS

- ❖ Completed General Management and Communication Skills Course-I (August 2015)
- ❖ Completed Information Technology Training Course (December 2012)
- ❖ Completed Orientation Programme Organised by ICAI (December 2012)

COMPUTER PROFICIENCY

- ❖ Knowledge of **MS OFFICE,DATAMAN software.**
- ❖ Knowledge of **TALLY ERP 9 and Lower Version.**
- ❖ Having basic knowledge of computer operations.

LINGUISTIC PROFICIENCY

- ❖ Hindi
- ❖ English

PERSONAL DETAILS

Father's Name : Mr. Sadan Lal Chaurasia

Mother's Name : Mrs Poonam Chaurasia

Date of Birth : 09th Dec,1991

Address : D 56 40 A2 Meerbagh Aurangabad Varanasi,221010

Declaration

I hereby declare that above mentioned information & details are true to best of my knowledge.

Place: Varanasi

Date : - 18/07/2021

(AMIT KUMAR)