

CA MANIKA KANSAL

OBJECTIVE

A result oriented professional with stellar work history, motivational approach and upbeat nature. Skilled at training employees and leveraging organized approaches to handle daily planning, scheduling and customer service requirements. Experienced in financial statement review, auditing and reporting, Direct taxation, indirect taxation laws. Keen on learning Corporate Finance.

PROFESSIONAL EXPOSURE

TAXATION

- Assessment of various **corporate and non- corporate entities**.
- Managed **ongoing tax litigation**, in close collaboration with external advisors.
- Assisted in tax (**both direct and indirect**) **compliance** but not limited to various corporate tax filings, TDS/TCS returns and GST.
- Assisted in **overseeing GST compliances** and preparing reconciliation
- Drafting replies in response to notices of **scrutiny assessments** under Income Tax Act, 1961 and representing scrutiny **cases up to CIT (Commissioner of Income Tax) levels**.
- Preparing replies & Reconciliation statements related to **inquiry/investigation from service tax and GST department** and also representing the case before the authorities.
- Monitoring and **advising on the impact of legislative changes**, limited to Income tax Act, 1961, Companies Act, 2013, Indirect taxes (i.e. Goods and Services tax) and rules related thereto.

AUDIT & ASSURANCE

- **Analysed trends** over monthly, quarterly and annual financial data to investigate fluctuations.
- Performed strategic planning, execution and finalization of audits.
- Interacted with key client management to gather information, **resolve audit-related problems** and **make recommendations** for business and process improvements.
- Facilitated financial and operational audits, **working with internal and external managers** to communicate recommendations or issues surrounding audits.
- **Worked audit engagements** for wide variety of industries, including Real estate, manufacturing, non-profit and trading sectors.
- **Prepared working papers**, reports and supporting documentation for audit findings.
- **Identified audit risks**, prepared budgets and coordinated with management and audit team in preparing related reports.
- **Completed all phases of audit engagements**, including planning, budgeting, fieldwork and supervising 4-member team.
- Theoretical Knowledge of **IFRS and IND AS**
- Performed duties in accordance with all **applicable standards, policies and regulatory guidelines** to promote safe working environment

FINANCE & ACCOUNTS

- **Developed loyal and highly satisfied client base** through proactive management of client needs.
 - **Offered hands-on assistance** to clients, assessing needs and maintaining current knowledge of their preferences.
 - Planned **team-building exercises** to increase employee performance and job satisfaction.
 - **Mentored team** in applying effective techniques and **delivering top-notch client service**.
 - Initiated **comprehensive account assessments** to check stability and profitability of business operations.
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EMPLOYMENT HISTORY

Feb 2021-May 2021	Branch credit Manager	ICICI Bank, Pune
Dec 2017- Jan 2021	Audit & Taxation Manager	Issar Financial Services Pvt. Ltd., Mumbai
Apr 2016-Aug 2016	Article Trainee	ASD & Company, Ghaziabad
Apr 2013-Apr 2016	Article Trainee	Singhal Gupta & Co, Meerut

EDUCATION

May 2009	Higher Secondary (Xth)	Sophia Girls School, Meerut, UP
May 2011	Senior Secondary (XIIth)	Dewan Public School, Meerut
October 2014	BCom	Delhi University, Delhi
May 2019	Chartered Accountancy	ICAI, Mumbai, Maharashtra

ACHIEVEMENTS

- Scored Exemption in Advanced Management Accounting & Information System Control & Audit in CA Final Examination of ICAI
- Scored Exemption in Corporate Accounting, Advanced Accounting, Cost Accounting and Financial Management, Information Technology Service Management in CA IPCC Examination of ICAI

SKILLS & TECH TRAITS

- People management skills, including the ability to lead and motivate others, delegate work and explain ideas
- Problem-solving skills and the ability to work on a tactical and strategic level.
- Ability to work under pressure and to tight deadlines.
- Ability to work as a part of a team.
- Possess excellent interpersonal, communication & organizational skills with proven abilities in team management and client relationship management.
- Research & Development
- Resolute and Diligent
- Proficient data analytical skills.
- Professional Knowledge of Tally ERP 9, SAP FICO, MS Office, Winman & Compu Office Tax Software