

RAHUL KUMAR

Address:

Rahul Kumar
S/o Mr. Sohan Lal
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STRENGTHS

- Willingness to learn more in a challenging environment that offers professional growth while being resourceful, innovative and flexible.

PROFESSIONAL SCHOLASTICS

- CA Final Group-I Cleared From Institute of Chartered Accountants of India.(2020)
- Integrated Professional Competence Course (IPCE) from Institute of Chartered Accountants of India.(GROUP I -2013 & GROUP II-2015)
- Common Proficiency Test (CPT) from Institute of Chartered Accountants of India.(2011)
- BCOM-AF from IGNOU.(2016)

ACADEMIC SCHOLASTICS

- Matriculation (Class X) from CBSE Board with 55 % percentage.(2009)
- Intermediate (Class XII) from CBSE Board with 73% percentage. (Commerce with Maths). (2011)

ADDITIONAL QUALIFICATIONS

- Information Technology Training Course Certificate held by I.C.A.I
- Orientation Programme conducted by I.C.A.I.
- General Management Communications Course conducted by I.C.A.I.

WORKING EXPERIENCE

- **Articleship** Done from **Naresh Kumar and Associates,(2013-2016)** Ghaziabad and had working experience in different fields as mentioned below.
 1. Returns (Sales tax, income tax, Tds, Companies Annual Returns)
 2. Audits (Internal, Statutory, Tax, Corporate Societies Audit, Bank Audit)
 3. Incorporations of Companies.
 4. Entries in Tally.
 5. Registrations in different categories. (Service tax, VAT)
- Worked as Part time Accountant in Construction Firm **M/S Ganesh Industries.**
- **M/S R.SETHI & SON (2018-2020)**

Key Responsibilities:

- Preparing Month End Activities and Balance Sheet Reconciliation.
- Preparing Journals and various Control Schedules.
- Checking Invoices and sending for Processing.
- Preparing accruals & posting Journals.
- Sending month end statements and taking confirmation from counter entities.
- Resolving the mismatches and booking missing invoices so that mismatches can be resolved timely.

- Support on External Audit.
- Processing monthly payments and settlements.
- Resolve any queries issue according to defined policies and procedures.
- Responding to Customers query over emails,phone.
- Intercompany Recharges, Reclass, Revaluation, OOBS Clearing.
- Drafting Balance sheet.
- Handling Payroll.

Most important thing in my life that I am willing to learn more and more on day to day basis so that I can achieve my life goal as soon as possible.

PERSONAL DETAILS

- Date of birth : 24thDecember 1993
- Fathers Name : Mr.Sohan LAL
- Marital Status : Single
- Nationality : Indian
- Languages known : English, Hindi.
- Hobbies : Playing cricket, Football.
- Birth Place : Rishikesh.

DECLARATION *I hereby declare that all the above mentioned facts and information are true to the best of my knowledge.*

Date: 31/01/2021
Place: New Delhi

(Rahul Kumar)