

Suchitra Raajaraam

Senior Executive Finance

Work History

2023-06

- present

Senior Executive Finance

AAG Centre for Aviation Training (ACAT), Chennai.

- Prepared and managed budgets, including variance analysis and investment breakdown.
- Proficiency in tax audits, transfer pricing audits, GST annual returns and compliance certifications.
- Finalized financials, handled statutory, internal audits, and reconciled accounts.
- Represented GST inspections on behalf of ACAT, ensuring compliance & timely responses.
- Prepared monthly financial reports and tracked receivables/payables.
- Filed TDS, GST, and other statutory returns with timely compliance.
- Expertise in reconciliation (bank, payroll, and statutory payments).
- Hands-on experience with regulatory and financial documentation.
- Managed daily accounting, vendor payments, cash flow, & bank reconciliation.
- Coordinated tax filings and opinions on TDS, GST, and FEMA.
- Handled documentation for audits, foreign remittances, and agreements.
- Verified purchase orders, payroll reconciliation, and customer invoicing.
- Leveraged data and analytics to make informed decisions and drive business improvements.

2022-12

- 2023-03

Audit Associate

Smart Accountants, Chennai.

- Finalization of Accounts and Preparation of Financial Statements of Companies, Trusts, Associations and Firms.
- Analysis of Financial Statements and assisting in tax planning and financial management.
- Conduct of Statutory, Internal Audit, Tax Audit and Stock Audits for various companies.
- Preparation and filing of IT returns for Companies, Firms, Associations and Individual Assessee and filing of GST and TDS returns.
- Preparation of Net worth Certificates, CMA Projections, XBRL reporting.

2019-06

- 2022-06

Articleship

P.S.Subramania Iyer & Co, Chennai.

Education

Present

Pursuing, CA Final

Institute of Chartered Accountants of India

2020-11

Intermediate, ICAI

2016-06

Foundation, ICAI

2019-06

B.Com, (Distance) Madras University

Personal Info

Email

suchitra1737@gmail.com

Phone

9789018556

Skills

Cash flow Management

Balance sheet Reconciliation

Presentation & Analysis of Internal reporting

Direct & Indirect Taxation

Forecasting & Variance analysis

Accounting principles knowledge & Bookkeeping

Software

Tally ERP

ZOHO Books

ZOHO Payrolls

Compu Tax

SAP