



## ACA MAYANK GARG

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Sector Exposure: Construction, Banking, Consulting, Manufacturing and others.

### AREAS OF EXPERTISE

- Tax Regulatory Services.
- Financial Reporting.
- Financial Planning & Analysis.
- Stakeholder Management.
- Manage Audits.
- Project Management.

### EDUCATION & CREDENTIALS

- Chartered Accountant from Institute of Chartered Accountants of India, May 2015.
- MBA (Specialization in Finance) from (MDU, ROHTAK) ("A" Grade University Accredited by NAAC).
- PGDBM from International Management Centre, Delhi.
- B. Com (Hons) from Delhi University.

## Summary

- Partner in a Chartered Accountancy Firm with nearly 3.5 years of post-qualification experience and previously engaged with PwC with nearly 3 years of experience for advising clients on a full spectrum of taxation services, including planning, research, compliance, and general mergers and acquisitions activities and supporting our growing private client tax practice with an expertise working with all entity types.
- Skills in designing and implementing financial statements, procedures and guidelines to facilitate internal financial audit and ensuring compliance with standards.
- Prepared Business Plans using Financial and industrial business analysis, Cost Management Accounting methods (CMA) and other Ad hoc analysis.

## Work Experience

**Partner – 10/2017 till present**

**M/s. Gupta Shiv & Co. Chartered Accountants**

- Managing tax compliance reporting (GST and INCOME TAX). Managing assessments and litigations related to (GST and INCOME TAX), Inputs Tax Credit Reconciliation - Matching GSTR2A and GSTR2B to Minimize differences to maximize set of Vender Tax Credit Reconciliation - Identify track and communicate on vender wise input tax disallowances. Managing GST Refund in case of Exports & Refund of Input Tax Credit in India.
- Representing organization before different taxing authorities, estate planning and executive compensation. Accountable for management, leadership and development of complete tax practice. Perform as key client contact for queries related to tax issues. Using macros for ensuring the error free accounting for clients.
- Guidance on Return Submission-GSTR1, GSTR2, GSTR3, GSTR3B, GSTR4, GSTR7, ITC-02, GSTR9 and so on to staff to Upload and Submit all return using secure data network. Inputs Tax Credit Reconciliation - Match with GSTR2A and GSTR2B to minimize differences to maximize set of. Vender Tax Credit Reconciliation - Identify track and communicate on vender wise input tax disallowances.
- Conducted training on GST Implementation and applicability at the clients place with a detailed oriented approach. Provided one-on-one assistance about the GST Operations and Information system to design, develop, test and implement system modifications to improve operational efficiency.
- Provide full spectrum of business and tax guidance to foreign and domestic owned entities. Participate in corporate structure, divestitures, mergers and acquisitions, financial reporting, litigation support, earnings and profit analysis, inventory and other tax accounting procedures.
- Forecast tax issues and outline favorable plans to minimize taxes after identifying existing and potential tax issues such as tax loss utilization and experimental development.
- Accountable for engagement planning, organizing and delegating efficiency maximization, quality goals achievement, productivity maintenance and exploit realization. Held accountability of team members to attain engagement goals by organizing time to time training events within the office and at client's end.
- Develop and motivate engagement personnel and provide them with counseling, leadership and career guidance.

## Profile Abridgement

### Senior Consultant in Indirect Tax (TRS) – 07/2015 to 09/2017 PRICEWATERHOUSECOOPERS

#### IT SKILLS

- MS Office (Excel, Word & PowerPoint, Access)
- ERP, Tally, Busy and Compu Office (Tax Computation Software).

#### EXTRA CURRICULUM ACTIVITIES

- Travel & Tourism Course from Bhartiya Vidya Bhawan.
- Worked at IITF and other events at Pragati Madan.
- Instructorship at SDIPA.
- Worked on CSR activities.
- Organized multiple cultural programs, team building at corporate level and Team offsites.
- Rewards & Recognitions at the corporate level.

#### PERSONAL DETAILS

- Date of Birth: 06th December.
- Languages known: English, Hindi and Punjabi
- Location: Delhi, India.

- Joined Organisation at the time when GST was introduced, there were lot of ambiguities and challenges around implementation, I along with few SME's were involved in building GST Tool which at the end becomes the benchmark for others.
- Implementation cycle not only involves understanding the act and rules but also lots of coordination with various stakeholders (e.g. Partners, Directors, Tech support teams, regulated authorities) and define execution stages within project lifecycle, for PAN India GST tool implementation.
- Performed internal control reviews to evaluate effectiveness and efficiency of operations in accordance with management policies and procedures.
- Maintain Tax Ledger, review and reconcile tax ledger MIS Dashboard - Manage tax compliance that is TRANS-1 etc. though Dashboard. HSN/SAC code-Co-ordination with Purchases.
- Return Submission-GSTR1, GSTR2, GSTR3, GSTR3B, GSTR4, GSTR7, ITC-02, GSTR9 and so on Upload and Submit all return using secure data network. Inputs Tax Credit Reconciliation - Match with GSTR2A to minimize differences to maximize set of. Vender Tax Credit Reconciliation - Identify track and communicate on vender wise input tax disallowances.
- Accounts & Records to Maintained Under GST-Stock Register, Input tax credit availed, Output tax payable and paid and such other particulars as be prescribed.
- Received Awards & recognitions by senior partners and clients for assistance to allocate and analyze the operations as per the GST Law and preparation of GST Compliance.

## Internship Synopsis

### Gupta Shiv & Co. (Chartered Accountants) | 08/2011 to 06/2015

- Consider various tax issues of a corporation carrying on business in other jurisdictions. Dealt with various types of withholding tax issues involving customized software agreements, and royalty, interest and dividend payments.
- Direct multiple engagements and serve tax needs of varied client base.
- Calculate corporate and individual tax installment payments ensure timely completion of returns and any related assignments.
- Assisting Senior's in making rectification and appeals u/s 143(2), 144, 148 and 154 and Perform Compliances and Advisory for Tax Evasions, Tax Avoidance and Tax Planning.
- Issuance of Income Tax Certificates (Form-16,16A & 16B) and online furnishing & filing of Form-15CA & 15CB for remittance outside the country.
- Preparation & Review of Income Tax, TDS and Advance Tax computations for submission to the statutory authorities.
- E-Filing of Income Tax Returns, ROC Returns, TDS, Service Tax and VAT/CST to Taxation Authorities and Revisions there of required if any and filing various forms with the ROC.
- Worked upon Refunds of Income Tax, Service Tax, SAD & VAT as well as Assessment and compliances of VCES under Service Tax and Amnesty Scheme under VAT.
- Filling of Monthly Excise Return (ER-1) and responsible for Returns, Compliances & Assessment. Maintain RG-1, RG-9 and PLA Register etc. Maintain CENVAT Register on regular basis (Input Service, Capital Goods and Input).
- Filling of Service Tax Return on Half Yearly basis. Depositing of Service tax on reverse charge such as GTA, Manpower supply, Work Contract etc.
- Obtaining the Registration sought by clients under Income Tax, ROC, Service Tax, VAT/CST & Excise.
- Execution of Audit Planning, Team management and finalization of audit with Sub-ordinates.