

Sunny Khandelwal

B.Com, CA

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Balbir Nagar, Shahdara, Delhi-110032.



CAREER OBJECTIVE

- ☐ Seeking Challenging assignments in the domain of Finance, Auditing & Taxation with growth-oriented organization to utilize my professional knowledge and contribute towards organization's goals.

ACADEMIC CREDENTIAL

<u>EXAMINATION</u>	<u>YEAR OF PASSING</u>	<u>UNIVERSITY/INSTITUTE</u>	<u>MARKS (%)</u>
CA (Final)	2019	ICAI	56
B.Com	2013	School of Open Learning, Delhi University	55
XII	2010	CBSE (Delhi)	78
X	2008	CBSE (Delhi)	74

- ☐ Scored **76 marks in Financial Reporting & 74 marks in Strategic Financial Management** in CA (Final).
- ☐ Scored exemptions in **Accounting with 60 marks, Cost-FM with 60 marks & Advance Accounting with 63 marks** in CA (IPCC).

TRAINING AND IT SKILLS

- ☐ Completed 100 Hrs. ITT Training under curriculum of ICAI.
- ☐ Well versed with MS Office and working with various Accounting Software & Taxation Software.

KEY SKILLS

- ☐ Leadership, Teamwork & Positive Attitude.
- ☐ Problem-solving attitude with strong commitment to quality and hard work.
- ☐ Quick Learner, capable of grasping new technical concepts quickly and utilizing the same in productive manner.

WORK EXPERIENCE

- ☐ Work with **M/s. SPDG & Associates**, Chartered Accountants, New Delhi as an Audit Manager (Nov 2017 to till now).
- ☐ Worked with **M/s. Shiv Sushma & Co.**, Chartered Accountants, New Delhi as Article Assistant (July 2012 to July 2015).

<u>TYPE OF WORK</u>	<u>ROLES & RESPONSIBILITIES</u>
Statutory Bank Audit	<ul style="list-style-type: none">• Identification of NPA and scrutiny of credit documents.• Prepare LFAR• Checking of security and Calculation of Drawing Power.• Checking of Large Borrowal Account.• Checking revenue leakage.
Stock Audit	Physical counting of inventories and reconcile with the inventories recorded in the books and ensure proper preservation and handling of inventories.
Taxation	Direct Tax <ul style="list-style-type: none">• Prepare & E-Filing of Income Tax Return• Prepare & E-Filing of TDS & TCS Returns

	<ul style="list-style-type: none"> • Prepare Form 15CA & Form 15CB. • Transfer Price • Provide innovative Tax Planning & Computation of Advance Tax Liability • Assist the clients in various Assessments under Income Tax Act. Indirect Tax <ul style="list-style-type: none"> • Prepare & E-Filing of GST Returns • Prepare & E-Filing of TDS Returns under GST Act • Vetting the documents for claiming Export Incentives
Statutory Audit & Tax Audit	<ul style="list-style-type: none"> • Finalization of Annual Accounts and Reports, in consonance with the applicable FRF. • Checking of Compliances of Companies Act, 2013. • Prepare Due Diligence Report. • Checking of Tax Audit Compliances. • E-Filing of Tax Audit Report.
Internal Audit	<ul style="list-style-type: none"> • Vouching and Verification of Accounting Entries. • Income Tax and Advance Tax Computations. • Reconciliation of Bank Statements and Inter Company transaction. • Ensure that all the applicable laws are properly comply. • Draft provisional and projected balance sheet.
GST Audit	<ul style="list-style-type: none"> • Checking of GSTR-3B in relation to GSTR-1 & GSTR-2A. • Review of E-way Bills and Matching with invoices • Reversal of Input Tax Credit for non-payment in 180 days • Reconciliation of Turnover shown in Financial Statement with GST Returns • Reconciliation of ITC claim in GSTR-3B and Books with GSTR-2A • Checking of compliance of RCM Provisions
Miscellaneous	<ul style="list-style-type: none"> • Assist in preparation of Cost Audit Report. • Prepare & E-Filing of NBS-9. • Prepare & E-Filing of various forms under ROC Compliance:- <ul style="list-style-type: none"> □ AOC-4, AOC-4 (CFS), AOC-4 (XBRL), MGT-7, CRA-2, CRA-3 & CRA-4 etc. • Prepare Insolvency certificate, Net worth certificate & other certificates.

<u>CLIENT HANDLED</u>	<u>SECTOR/INDUSTRY</u>
DRDO	Govt. Department
Heuristics Informatics (P) Ltd. (Parent of US Subsidiary)	IT Service
PPS International	Railway Components Manufacture
PT Communication System (P) Ltd. (JV of PPS International & Televic, Belgium)	Manufacture of Passenger Information System
Sri Ram Cables (P) Ltd.	Insulated Wire & Cable Manufacture
Layman Finance Ltd. (Core Investment Company)	NBFC –Non Deposit
B9 Beverages (P) Ltd. (Bira91)	Alcoholic Beverages Manufacture
Chetan Cabletronics (P) Ltd.	Wire & Cable Manufacture
Punjab & National Bank, Indian Bank	Banking Sector

PERSONAL INFORMATIONS

Date of Birth : 03rd December 1992
Father's Name : Sh. Suresh Chand Khandelwal
Mother's Name : Smt. Sunita Khandelwal
Marital Status : Single
Languages Known : Hindi, English