

Curriculum Vitae CA Puran Bhat

Career Objective

To obtain a managerial position which can enhance & reflect my practical skills in achieving & contributing towards the corporate goals, through a team driven common shared vision, values & ethics, with zeal of working beyond the boundaries with a positive attitude.

Professional Snapshot

Work Experience-19 years 1 month

- Worked with Hingorani M.and Co, Chartered Accountants at Dedicated Freight Corridor Corporation of India 17.04.2019 to 31.07.2021 (Profile- Accounting activities, Review, closing, Statutory Audit, Internal Audit, Income Tax work, GST related work) as Qualified Paid Assistant.
- Worked with S K Patodia & Associates, Chartered Accountants at Bihar Rural Development Society-BRDS -15.11.2017 to 31.3.2019 (Profile- Finance and accounts consultancy services, Audit & Assurance Services) as Qualified Paid Assistant.
- Worked with Kamal & Co., Chartered Accountants 01.08.2016 to 31.10.2017 (Profile- Accounts Finalization, Audit & Assurance Services, Income Tax work and GST Consultancy) as Paid Chartered Accountant.
- Worked with ICAI 03.12.2007 to 22.07.2016 (Profile- Accounting & Administrative Services) Last Designation: Assistant Secretary.

- Worked with IBM India Pvt Limited 16.02.2006 to 24.08.2007 (Profile- SAP FICO Consultant) as Consultant.
- Worked with Dass Gupta & Associates, Chartered Accountants from 12th May 2005 to 30th November 2007(Profile- Audit & Assurance Services) as Audit Manager.
- Worked with Sarup Handoo & Associates, Chartered Accountants from 20th December 2003 to 12th April 2005(Profile- Accounts Finalization, Audit & Assurance Services, Income Tax work) as Junior Partner.
- Worked as Sole CA Practitioner 09.08.2002 to 26.12.2003 (Profile- Audit & Assurance Services, Accounts Finalization, Income Tax & Financial/Profit projections Bank Financing work).
- Articleship training from M L Sarup & Co., Proprietorship firm (06.02.1995 to 05.02.1998) which had its office at Gandhi Nagar, Jammu, Jammu & Kashmir.

Job Description

CLOSURE / REVIEW/FINALIZATION OF ACCOUNT BOOKS, AUDITING&ASSURANCE SERVICES,COMPANY LAW PRACTICE,GST AND OTHERACTIVITIES

Entrusted with overall compliance responsibility of Review of Accounting of Dedicated Freight Corridor Corporation of India Limited, a Government of India enterprise

- Liaison with Statutory Auditor, Internal Auditor and Tax Auditor.
- Statutory/Internal/Stock/Physical Verification Audits of various corporate and non-corporate clients
- Preparation of Final accounts of Companies under Schedule- III of Companies Act, 2013 and other prescribed formats read with applicable rules for other non-corporates;Verification of Tally accounting by accountants, reconciliation activities.

- Review of GST compliance i.e. GST returns (3B), TDS on GST returns, Computation of GST liability, GST reconciliation and GST allied work consultancy.
- Review of the Implementation IND AS i.e. Lease, Financial Instruments in the DFCCIL.
- Successful transition of accounting from manual to Tally software in BRDS.
- Successful transition of accounting from Tally to SAP in DFCCIL.
- User support experience in SAP R/3 of four years.
- Company law practice experience of 5 years in preparation of MOA/AOA, company incorporation, commencement of business, Share application/allotment, Meetings, Agenda, Resolution, Minutes, Annual return and other activities compliance.
- Independent handling of Statutory Audit of Bank Branch Audits, Finalization of books of Accounts.
- Effective handling of administrative related activities while working in ICAI with departments of Disciplinary, CMII, Member Section, Direct Tax Committee, IFRS and Accounts.

DIRECT TAX WORKING

- † Monthly Reconciliations of TDS related accounts and payments
- † Matching and recon of unconsumed TDS for past years □ Form 26AS reconciliation, 15 CA/CB reconciliation.
- † Filing Tax Audit Report, Income Tax Return.
- † Advance tax calculation, Computation and Income tax allied work and consultancy

ACADEMIC/PROFESSIONAL QUALIFICATION

- 2020, Certificate Course in INDAS, from MHRD in association with Ramanujam College and Indian Accounting Association.
- 2006, SAP FICO Certification from SAP AG-76%
- 2005, DISA from ICAI-83.50%
- 2003, Tally Accounting from ALGOL Computer Training Institute, Navi Mumbai-72% □ 1995-2002, Chartered Accountant from ICAI—51%.
- 1999 Advance Certificate in PC applications from NIIT, South Extension, New Delhi – 75%.
- 1992-1993, XIIth from Shastri Memorial School, Jammu – 76%.
- 1990-1991, Xth from Jagriti Niketan School, Jammu –74%.

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Date of Birth: 30th November, 1974

Gender: Male

References

CA Madhur Gandhi 9996933261

CA Manoj Choudhary 8471004650

CA Ajay Kumar Sahu 9560546685
