

CURRICULUM VITAE

Work Experience

For B C Choudhary & Co. (29-06-2020 to till now)

For MPRS Jain & Associates. (07-03-2018 to 28-06-2020)

For Mehta & Sistani (29-08-2011 to 28-08-2014) As Article Assistance

Assignments	Responsibilities Handled in CA Firm
<u>Statutory Audit</u>	<ul style="list-style-type: none">➤ Carrying out the procedures in accordance with the Generally Accepted Auditing Standards under Indian GAAP➤ Prepare and analyze Cash Flow Statements and Accounting Ratios➤ Analysis of draft financial statement including notes to account➤ Analyzing the receivable and payable outstanding as on year end➤ Depreciation charged to the financial statement as per schedule II of the companies act, 2013➤ Evaluating the terms of various loan agreement entered during the period along with regularity of payment and relevant compliance of statutory requirement➤ Physical stock taking and valuation as on year end in accordance with accounting standard issued by ICAI➤ Evaluating the compliance of the various labor law, professional tax, gratuity, ESI, PF has been properly accounted for➤ Ensuring the outstanding and prepaid expenditure been properly recorded➤ Ensuring the compliance of CARO, 2020
Internal Audit	<ul style="list-style-type: none">➤ Audit of Various functions viz: Verification of Purchase, Sales, Expenditures, Stock, Ledger Scrutiny, Legal Compliances etc.➤ Reviewing compliance, ensuring the organization is adhering to business ethics, internal guidelines and principles.➤ Overall evaluation of Internal Control System
Other Audit Assignments	<ul style="list-style-type: none">➤ Income Tax Audit as per The Income Tax Act, 1961➤ GST Audit as per GST Laws➤ Filing of GSTR-1 and GSTR-3B➤ Preparation and filing of GSTR-9 Annual Return➤ Concurrent Audit- KYC Norms, Stock Statements & Loan & Advances
Direct Tax	<ul style="list-style-type: none">➤ Computation of Corporate Tax & Minimum Alternate Tax as per The Income Tax Act, 1961➤ Preparation and E Filing of Income Tax Return of Various Assesses➤ Reconciliation of TDS as per 26AS.
Accounting Assignments	<ul style="list-style-type: none">➤ Preparation of Balance sheet as per Schedule III of The Companies Act, 2013➤ Calculations of Depreciation as per Companies Act, 2013 & As per Income Tax Act, 1961.➤ Passing of Accounting Entries in Various Software's

Professional Qualification

- Qualified Chartered Accountant (Final Exam) in November, 2017

Academic Qualification

- 2015: Passed B. Com from Indira Gandhi National Open University
- 2008: Passed Intermediate course from BSEB, Patna

Achievements

- Scored 74% in Strategic Financial Management and 62% in Financial Reporting.
- Scored 74% in Advance Accounting in IPCC.

Software/Computer Proficiency

- Worked with Microsoft Excel and Microsoft Word, Tally, ERP, Busy Software, Goldmine- Webtel etc.

Personal Details

Fathers Name	:	Sh. Sidheshwar Prasad Singh
Date of Birth	:	06 th October, 1988
Address	:	G-26, Main Market, Shakarpur, New Delhi-110092, India.
Language	:	Hindi & English
Marital status	:	Single

Declaration

I hereby declare that the information furnished above is true to the best of my knowledge. I am also confident of my abilities to work in your reputed organization.

Date:

Place: New Delhi

(Dewanshu Kumar)