

Himal Shrestha, ACA, B.com (A&F)

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Temp. Address: Budhanilkantha,
Kathmandu, Nepal

CAREER OBJECTIVE:

To work in a healthy, innovative and challenging environment extracting the best out of me, which is conducive to learn and grow at professional as well as personal level thereby directing my future endeavors as an asset to the organization.

PROFESSIONAL & ACADEMIC QUALIFICATION:

Degree	Board/ University	Year of Qualification
Chartered Accountant	ICAI, New Delhi	May 2015
B. Com (Accounts & Finance)	IGNOU, New Delhi	June 2015
10+2	HSEB, Nepal	2009 (College Topper)

PROFESSIONAL EXPERIENCE:

Assistant Audit Manager in S. R. Pandey & Co., Chartered Accountants January 2016 – Present

Name of Client	Assignment Type	Responsibility/ Remarks
<ul style="list-style-type: none"> • Deva Bikash Bank Ltd. • Century Commercial Bank Ltd. 	Internal Audit	<p><u>Worked as Team Leader</u></p> <ul style="list-style-type: none"> ➤ Review of compliance with Unified NRB Directive norms. ➤ Verification of Loans and advances for irregular, overdue, NPA, etc. ➤ Physical verification of cash vault with vault register. ➤ Verification of insurance, mortgages against term loans, CC/ OD, working capital loans and personal loans. ➤ Verification of margin lending and gold loans. ➤ Verification of documents related to operations department like ATM, teller transactions, bank statement, account opening, account closing, etc. ➤ Analysis of creditworthiness of the borrower with respect to his/ her repayment capacity. ➤ Final Internal audit preparation with risk grading on each matters.
<ul style="list-style-type: none"> • Nepal Bank Ltd. • Bank of Kathmandu Ltd. • Sunrise Bank Ltd. 	Statutory Audit	<p><u>Worked as Team Leader</u></p> <ul style="list-style-type: none"> ➤ Checking of compliance of KYC Norms. ➤ Verification of Loans and advances for irregular, overdue, NPA, etc. ➤ Physical verification of cash vault with vault register. ➤ Verification of insurance, mortgages against term loans, CC/ OD, working capital loans.

<ul style="list-style-type: none"> • Tilganga Institute of Ophthalmology • Nepal Eye Hospital • Om Hospital & Research Center Pvt. Ltd. 	Statutory Audit	<u>Worked as Team Leader</u> <ul style="list-style-type: none"> ➤ Verification of incomes from different departments of the hospital. ➤ Review of Fund Utilization of different Restricted and Unrestricted funds received from different national and international donor agencies. ➤ Inter- departmental reconciliation of transactions. ➤ Verification of inventories of lens and medicines items. ➤ Vouching of legality and validity of expenses. ➤ Review of reverse charge mechanism of Service Tax. ➤ Verification of provisions for statutory dues.
<ul style="list-style-type: none"> • Pioneer Law Associates Pvt. Ltd. 	Consultancy Services	<u>Worked as Team Leader</u> <ul style="list-style-type: none"> ➤ Accounting of transactions through accounting software. ➤ Preparation of Invoices to national and international clients. ➤ Dealing with the clients over the email conversations for payment and invoices, as per the agreement. ➤ Preparation of Projected financial statements. ➤ Payroll management of employees. ➤ Maintenance of petty cash book. ➤ Preparation of cheque for payment to vendors and office staffs and overall management of finance.
<ul style="list-style-type: none"> • Save The Children International 	Donor Audit	<u>Worked as Team Leader</u> <ul style="list-style-type: none"> ➤ Verification of budget expenditure and actual expenditure and variance analysis thereof. ➤ Vouching of expenses with respect to their legality and verifying correct booking of expenses according to the budgeted heads. ➤ Verifying expenditure according to Detailed Expenditure Analysis (DEA)
<ul style="list-style-type: none"> • UNICEF 	Micro Assessment	<u>Worked as Team Leader</u> <ul style="list-style-type: none"> ➤ Verification of documents related to legal status of the Implementing Partner of UNICEF. ➤ Verification of policies, procedures, potential risk, project results, etc. related to program management. ➤ Verification of organizational structure & staffing and accounting policies & procedures. ➤ Verification of Financial monitoring and reporting system. ➤ Risk grading according to the verifications done.
<ul style="list-style-type: none"> • CDS & Clearing Ltd. • Nepal Chamber of Commerce 	Statutory Audit	<u>Worked as Team Member</u> <ul style="list-style-type: none"> ➤ Variance analysis of budgeted income and expenditure with actuals. ➤ Verification of payroll with respect to books of account. ➤ Review of agreement with vendors for checking legality of expenses incurred. ➤ Review of agreement with SEBON/ NEPSE and its compliance.

<ul style="list-style-type: none"> • Arghakhanchi Cement Pvt. Ltd. • Middle Modi Hydropower Ltd. • Greenlife Hydropower Ltd. 	Project/ Expense Certification	<u>Worked as Team Leader</u> <ul style="list-style-type: none"> ➤ Budget head-wise certification of expenses and advances on the basis of relevant supporting paper. ➤ Review of head-wise budgeted amount with respect to actual expenses and advances and un-certifying such budget exceeding amounts. ➤ Reconciliation of budget head-wise advances and expenses for the certification period and previous periods. ➤ Preparation of final certification report and submission thereof.
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Audit Assistant in D. Gupta & Associates, Chartered Accountants

January 2011- April 2014

Assignments Handled

- Internal audit of Rana Motors Pvt. Ltd. (Team Member)
- Statutory & Tax audit of First Principle Designs Pvt. Ltd. (Team Leader)
- Statutory & Tax audit of Cengrs Geotechnica Pvt. Ltd. (Team Leader)

COMPUTER & ADDITIONAL SKILLS:

- Good knowledge of banking software: Finacle, Pumori, etc.
- Well versed in Microsoft Office (Word, Excel, Power point, etc.)
- Good knowledge of Tally ERP.9, QuickBooks, FACT, etc.
- General Management & Communication Skills (GMCS), Information Technology Training (ITT) & Orientation Program, as prescribed by The Institute of Chartered Accountants of India.
- Participated in different extra-curricular activities and won trophies and appreciation certificates.

PERSONAL PROFILE:

Permanent Address: Butwal – 8, Old Buspark, Rupandehi, Nepal

Date of Birth: 10th January, 1990

Gender: Male

Languages Known: English, Nepali, Newari, Hindi.