

Munna Prasad

B.Com , ACA

+977-9840057429

E-mail:camunnaprasad@gmail.com



## **CURRICULUM VITAE**

### **CAREER OBJECTIVE**

Attain a challenging and responsible position in an entity, where I can contribute to the best of my skills and abilities for the enhancement of the organizational objective.

### **PROFESSIONAL QUALIFICATION**

Name of the Examination	Institute	Year	%
ICAN Membership	ICAN	2014	-
CA Final	ICAI	Nov-11	53.4%
PCC (1 <sup>st</sup> attempt)	ICAI	May-09	50%
CPT (1 <sup>st</sup> attempt)	ICAI	May-07	68%
Remark: Membership of ICAN (The Institute of Chartered Accountant of Nepal) Obtained.			

### **ACADEMIC QUALIFICATION**

Name of the Examination	University/Institute	Year	%
B.Com.	IGNOU	2012	57.10%
10+2	HSEB	2006	59.4%
10 <sup>th</sup>	HMG Nepal Board	2004	64%

### **PROFESSIONAL PROFILE**

- An experience with 3.5 years of insightful practical training with chartered accountants firms, Vipal Kalra & Associates under the guidance of FCA Vipal Kalra in Delhi.
- An experience of 1 Year & 5 Month working experience with MGS & Associates under the guidance of FCA Mahesh Guragain from June 2012 to October 2013 in Kathmandu.
- From November 2013, working in Nepal Medical College Pvt. Ltd. as Audit Manager.

### **RESPONSIBILITIES HANDLED:-**

#### **1. Statutory Audit:-**

- Preparing audit programs in consultation with client.
- Analysis of draft financial statements including notes to accounts.
- Check compliance of Legal Requirement.
- Preparation and checking of proper capitalization of assets.
- Preparation and Checking of Disallowance as per Income Tax Act.
- Preparation and filing of Income tax, VAT & TDS returns.

#### **3. Internal Audit:-**

- Development of internal control system of financial & non-financial transaction.
- Review of the procedures followed as per organization policy (i.e. Bye-rule), regulatory compliance rule & regulations.



**Munna Prasad**

**B.Com , ACA**

+977-9840057429

E-mail:camunnaprasad@gmail.com

#### **4. Other Assignments**

- Preparing Books of Accounts.
- Risk management & steps to control, reduce and eliminate risk of financial and non-financial nature such as-
  - Debtors control, timely recording, reconciliation and collection of payments.
  - Creditors control, timely recording, reconciliation and payment.
- Preparation of Financial Statement as per IFRS.
- Handling Reconciliation assignment.
- Preparation of Project Report, Budget, Fund Flow statement & periodic basis comparison of financial statement etc.

#### **COMPUTER PROFICIENCY**

- Working Knowledge of ERP 9 Tally & Mi-Das Software.
- Well Versed with MS Office.
- Well versed with the Internet Applications.

#### **STRENGTH**

- Ability to work well within a team, coordinate with other team members and focus the strengths of the team and streamline all efforts towards achievement of the ultimate objective.
- A positive approach to life and easily adaptable to diverse situations.

#### **PERSONAL PROFILE**

Name	: Munna Prasad
Father's Name & Occupation	: Sh. Ramchandra Sah Kalwar, Agriculture
Date of Birth	: August 2nd, 1986
Nationality	: Nepali
Address	: Ward No.7, Attarkhel (Jorpati), Kathmandu
Mobile No.	: +977-9840057429
Marital Status	: Married
E-mail	: camunnaprasad@gmail.com
Language Known	: English, Nepali & Hindi.

#### **Interest:**

- Reading novel, listening music, travelling new Place & Interacting with strange people.

Place: Kathmandu

Date: 20/03/2017

**(CA Munna Prasad)**