



ICHCHHA BARAL
B.COM (A&F), CA



E-mail id: baralichchha1993@gmail.com
Address: Masbar-7, Kaski Pokhara
Mobile no: +9779846938142

To,
The Manager (HR),

Subject: - **Application for being associated with your esteemed organization**

Dear Sir/Madam,

Keeping in view the respectability and reputation of your esteemed organization in terms of grooming young Chartered Accountant, healthy work culture, bright future prospects and motivating financial rewards, I am motivated to apply for your organization.

I have recently qualified as a Chartered Accountant in May-2017 from The Institute of Chartered Accountants of India. I have completed my 3 years articleship from M/S Sanjay Abhay & Associates New Delhi & M/S C.P Agarwal & Associates, New Delhi. During the articleship, I have executed Internal Audit, Concurrent Audit, Stock Audit, Statutory Audit, Tax Audit, Accounting and had the exposure to direct and indirect tax, company law matters and capital market.

I can assure you that with my academic background accompanied with the knowledge and skills acquired during my articleship training period, I would be able to make a meaningful contribution to your organization.

I understand that your organization values initiative, teamwork, competence excellence and innovation will provide an exciting work environment fitting with my skills and aspiration. I believe that I will be able to live up to your expectations and provide assistance to you in maintaining your pinnacle position.

I will be obliged if you can kindly consider my candidature favorably. I will be readily available for any test/interview you may intend to conduct.

Looking forward for an opportunity to have more detailed discussion!!

Thanking You,
Yours Truly,

Ichchha Baral
(Encl. Resume)

CAREER OBJECTIVE:

Seeking a grooming and satisfying career keeping in utmost priority of making meaningful contribution to the organization.

QUALIFICATIONS:

Professional Qualification	Institution	Year	Percentage
CPT	Institute of Chartered Accountants of India	June 2012	72%
IPCC	Institute of Chartered Accountants of India	Nov 2013	53.5%
FINAL	Institute of Chartered Accountants of India	May 2017	55.38%

Educational Qualification	University/ Board	Year	Percentage
X	Ministry of Education, Government Of Nepal	2009	88.88%
XII	HSEB, Government Of Nepal	2011	73.6%
B.Com(A&F)	Indira Gandhi National Open University	2015	59%

TRAINING:

- Worked as article assistant in **M/S Sanjay Abhay & Associates**, New Delhi (3rd March 2014 to 18th December 2014)
- Worked as article assistant in **M/S C.P. Agrawal & Associates**, New Delhi (23rd December 2014 to 6th March 2017)

WORK EXPERIENCE:

Nature of Assignment	Name of Clients	Key Responsibilities
Internal Audit	<ul style="list-style-type: none">• Om India Trading Pvt Ltd• Seeds & Grains India Pvt Ltd	<ul style="list-style-type: none">• Worked as team leader in assisting internal audit.
Concurrent Audit	<ul style="list-style-type: none">• Syndicate Bank• Indian Overseas Bank	<ul style="list-style-type: none">• Worked as senior assistant in performing Concurrent audit.
Stock Audit	<ul style="list-style-type: none">• Sheel Textiles• Maharani Jewellers• R.K Gems & Jewellery	<ul style="list-style-type: none">• Worked as senior assistant in Stock Audit reporting and physical verification.
Taxation	<ul style="list-style-type: none">• Ganpati Electricals Pvt Ltd• Combina BPM Pvt Ltd• Pinnacle Geosystems• Other Various Private Companies, proprietorship firms, partnership firms and individuals.	<ul style="list-style-type: none">• Preparation of Tax Audit report.• Preparation of various returns i.e. Income Tax Returns, Service Tax Returns.• Scrutiny assessment notice issued u/s 143(3) of IT Act, 1961.• Rectifications u/s 154 IT Act, 1961 against 143(1).

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	<ul style="list-style-type: none"> M.S.Vigilant Security, Placement Services Pvt Ltd 	<ul style="list-style-type: none"> Service Tax Scrutiny. GST Registration.
Revenue Audit	<ul style="list-style-type: none"> Indian Overseas Bank 	<ul style="list-style-type: none"> Worked as senior assistant in performing revenue audit.
Statutory Audit	<ul style="list-style-type: none"> Combina BPM Pvt Ltd Ganpati Electricals Pvt Ltd Pinnacle Geosystems Others 	<ul style="list-style-type: none"> Preparation of Audit reports. Finalization of Balance sheet and the Profit and Loss Account In consonance with the applicable AS and requirements under Company law.
Exposure In Capital Market	<ul style="list-style-type: none"> Reliance Franchise 	<ul style="list-style-type: none"> Daily Analysis report based on market fluctuations. Fundamental analysis of securities of companies. Working on strategies of Futures and Options. Daily MIS reporting and profit chart. Accounting of Shares and Derivatives.

TECHNICAL QUALIFICATION:

- Knowledge of MS-Office) Excel, Power point, Word) and Tally.
- Accustomed to working in a Computerized LAN enabled Environment.
- Completed 35 Hours Orientation Course organized by ICAI.
- Completed both ITT and Advanced ITT organized by ICAI.
- Completed both 15 days General Management & Communication Skills (GMCS-I & GMCS-II) Program of ICAI.

ACHIEVEMENTS:

- District level 2nd Price winner in Inter High School Essay Competition organized by HISSAN and Participation in Several debates, essay writing in school and college level.
- Performed Drama and Dances in School Parents Day.
- Presenter of several programs in school.

PERSONAL PROFILE:

- Date of Birth: 20th May 1993
- Fathers Name: Narayan Prasad Baral.
- Marital Status: Unmarried.
- Language Proficiency: English, Hindi, Nepali.

I hereby declare that all the information given in above document is true, complete and correct.

Date: 08th Oct 2017

Place: New Delhi

Ichchha Baral