

SARGAM AWASTHI

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CAREER OBJECTIVE

To work in line with the organisation's goals and objectives, to explore new horizon and carve a niche for myself as a Chartered Accountant by contributing my learning towards the success of the organisation.

WORK EXPERIENCE

- Training from S.M. Chordia & Co. Kolkata, worked for different clients for Taxation, Auditing, Balance Sheets etc. (Duration : 36 Months- "Feb 2012-Feb 2015", 4 Months- "July 2017-September 2017")
- Worked with Sanjay Saraf Educational Institute, Kolkata.(Duration: 4 Months)
- Worked under the name Webbed Services & Softwares, Kolkata.(Duration: 14 Months)

PROFESSIONAL QUALIFICATIONS

Institute	Examination	Percentage	Remarks
The Institute of Chartered Accountants of India	CA-Final	55.13%	<ul style="list-style-type: none">• 70% in Financial Reporting.• 60% in Strategic Financial Management.• 64% in Indirect Tax Laws.
	CA-IPCC	52.86%	<ul style="list-style-type: none">• 60% in Auditing and Assurance.
	CA-CPT	56.00%	-

ACADEMIC QUALIFICATION

Examination	University/Board	Year	Percentage
B.Com	Kanpur University	2012	66.67%
Higher Secondary	West Bengal Board of Higher Secondary Education	2009	80.02%
Secondary	West Bengal Board of Secondary Education	2007	66.67%

KEY RESPONSIBILITIES HANDLED

S.M. Chordia & Co.

- Income Tax Return preparation for various assesseees.
- Assisted clients in getting Refunds from the Income Tax Dept.
- Assisted in preparations for representations in the matters of search and survey.
- TDS compliance.
- Audit of Accounts and compliance with the Accounting Standards.
- Ledger Scrutiny of Debtors, Creditors and Expenses.
- Fixed Assets and Stock Verification, Cash and Bank Balance Verification.
- Tax Audit for private companies, individuals and, firms.
- Served as a member of statutory audit and tax audit team of United Bank of India (Chandrasekharpur Branch, Orissa) for assessment year 2012-13.
- GST Registration and compliance work.
- Worked on Tally-GST based accounting for various clients.
- GST Return filing for different clients.

Sanjay Saraf Educational Institute

- Actively involved in the Study Material Preparation for various courses.

Webbed Services & Softwares

- Managed the administrative front of various workshops conducted.

COMPUTER PROFICIENCY

- Well versed with Internet Operations.
- Working Knowledge of MS Office Applications (Word, Excel, Powerpoint)
- Working Knowledge of Tally- ERP9 and Tally GST.

AWARDS AND OTHER MERITS

- Awarded Gold Medal for being the best student and scoring highest marks in the new Commerce Department set up by the College.
- Awarded Merit Scholarship from West Bengal Council of Higher Secondary Education.
- Has been involved as a Team Leader at the CA Youth Fest, "CArizma-Unveil The Flair" organised by EICASA of EIRC-ICAI.
- Attended Industrial Visit to "CDC Printers Pvt . Ltd., Kolkata" organised by Board of Studies, ICAI.
- Actively Organised E-Panorama, a social event by Leadership Training Service, Kolkata.
- Attended the 10th International Entrepreneurship Summit held at IIM Calcutta.
- Co-Ordinator of the workshop organised by Azure Skynet Solutions (P) Ltd., in association with ELAN & NVISION-IIT Hyderabad.
- Actively participated in various other cultural and social activities.

SOFT SKILLS

- A good team player, ability to manage and co-ordinate team work.
- Positive outlook to handle work under pressure.
- Flexible as per the requirements and need of the hour.

PERSONAL DOSSIER

- Father's Name : Satish Chandra Awasthi
- Date of Birth : 06/10/1991
- Languages Known : Hindi, English and Bengali.
- Interests : Seeking detailed Information about varied topics, Creative activities like Henna Art, Sketching etc.
- Other contact details : +918017856375