

## Career Objective

To strive for excellence through continuous learning process and to be a part of an esteemed organization where my potentials can be exploited to the maximum thereby contributing positively to the growth of the organization as well as my personal growth.

## Professional Experience

**Organisation:** Walmart India Pvt. Ltd.

**Designation:** Assistant Manager – Global Audit Services

**Period:** November 2016 to present

### Job Description:

- Responsible for carrying out internal audit as per the audit program of Walmart India Home Office including 20 stores across India
- Conducting internal audits as part of management requests for Walmart Global Technology Services India Pvt. Ltd.(GTS) and Walmart Global Sourcing India Pvt. Ltd.(GS)
- Conducting Internal Financial Control (IFC) review for Walmart India, Walmart - GTS and Walmart- GS.
- Preparing draft reports and co-ordinating with departments for closure of observations and obtaining management responses
- Follow-up with departments for closure of open observations and preparing monthly report on status of open observations to be presented as a part of Balance Sheet Review
- Responsible for timesheet management of the team
- Completing project closure procedures as per Walmart Global Audit Services timelines
- Additional responsibilities of assisting legal team on compliance management by validating and tracking the compliances

**Organisation:** KPMG India

**Designation:** Consultant

**Period:** February 2015 to November 2016

### Job Description:

- Responsible for carrying out internal audit of clients as per the audit program for major clients such as HCL Infosystems, Birlasoft India Pvt. Ltd., Times Innovative Media Ltd, R Systems International etc.
- Preparing draft reports and co-ordinating with clients for closure of observations
- Conducting Internal Financial Control (IFC) review of clients which includes preparation of risk control matrix, assessment of operational and financial controls , identifying deficiencies and re-testing of remediation plan
- Maintaining productive and professional relationship with clients.

## Professional Qualification

- Qualified Chartered Accountant from Institute of Chartered Accountant of India ( November 2014 with aggregate of 58%)
- Qualified Company Secretary from Institute of Company Secretaries of India (June 2013 with aggregate of 53 %.)

### Articleship Experience

**Organisation:** R.K Toshniwal & Company, Ajmer (October 2011 to February 2012)  
Arvind R Agrawal and Company, Jaipur (March 2012 to October 2014)

#### Work Description

- Statutory Audit: Compliance with requirement of Schedule VI of Companies Act 1956.
- Tax Audit : Preparation of Tax Audit Report in accordance with the Income Tax 1962
- Internal audit: Conducting internal audit including vouching and verification and reporting.
- Other: Tax planning and compliance involved in preparation and e-filing of returns of income Of individual, partnership firms and companies, e-Filing of VAT and TDS returns.

#### Major Client Handled:

- Jaipur Hospital, Jaipur
- Raghu Handloom Expo, Jaipur
- Sharad Prints, Jaipur
- Ganpati Forex Private Limited, Jaipur
- Satyam Marbles Private Limited, Shahpura

### Educational Qualification

- Cleared B.com from Maharshi Dayanand Saraswati University, Ajmer in 2013 with 53% marks
- Cleared Senior Secondary in 2010 from Central Board of Secondary Education with 94% marks
- Cleared Secondary in 2008 from Central Board of Secondary Education with 89% marks

### Technical and Interpersonal Skills

- Working knowledge of MS-Excel
- Good communication skills
- Quick learner with optimistic vision
- Self motivated with high level of energy
- Ability of initiate and assume responsibility

### Other Achievements

- Participated in different forms of drawing, dances, solo and group singing events, acting, computer presentations, skit, and essay writing at school and being awarded for singing.
- Being Awarded Certificate from Jackson Co Operative Credit Society for securing merit in Senior Secondary and Secondary.

### Personal Dossier

- Father's Name: Mr Sanjay Sharma
- Date of Birth: 12th November 1992
- Language Proficiency: English and Hindi

I hereby declare the information furnished above is true to the best of my knowledge.