

# RESUME

## CA. SHYAM SUNDER

544B. Baba Farid Puri,  
West Patel Nagar,  
New Delhi- 110008.

### CAREER OBJECTIVE

Ready to work in a challenging atmosphere in Well-Known Group/Company where I can prove my ability and efficiency. My aim is to give my contribution to my employer for achieving their goals. I want a career that employs my skills & expertise fully and evolve me as a best professional throughout my career. It should not only be adequately rewarding financially but should also fulfill my desired job satisfaction.

### PROFESSIONAL QULAFICATION

EXAMINATION	YEAR	MARKS	BOARD/UNIVERCITY
IFRS (Ind AS)	Jun, 2017	PASS	ICAI
CA Final	May, 2016	62.25%	ICAI
CA IPCC	May, 2011	54.29%	ICAI
CA CPT	Dec, 2008	62.50%	ICAI

### ACADEMIC QULAFICATION

EXAMINATION	YEAR	MARKS	BOARD/UNIVERCITY
B.Com	2015	55.78%	D.U.
Class 12th	2008	70.80%	CBSE
Class 10th	2006	53.33%	CBSE

### WORK EXPERIENCE

Company Name	Model Economic Township Ltd.- GST Consultant & Accountant From: Oct, 2017 To till date Address: 77B. Sec-18, Iffco Road, Guragaon- 122015.
Company Name	NVR & Associates LTD.- Senior Accountant From: Nov, 2016 To Oct, 2017 Address: 2E/6, Moti Bhawan, Jhandewalan Extn., New Delhi- 110055.
Company Name	Glister Hospitality Gurgaon Pvt. Ltd. - Senior Accountant From May, 2016 To Nov, 2016 Address: 223 & 223A, 2nd Floor, Good Earth City Mall, Sec-50, Gurgaon- 122001.
Company Name	DMC Education Limited From Dec, 2014 To Mar, 2016 Address: H- 108, New Asiatic Building, Connaught Place, New Delhi- 110001.
Firm Name	Neeraj Bhatia & Co. (Chartered Accountant) From Mar, 2011 To Sep, 2014 Address: 1/5, 2nd Floor, West Patel Nagar, New Delhi-110008.

Major Clients Handled    Bharat Export Overseas (Manufacturing Firm)  
Oriental Bank of Commerce (Bank Audit)  
Creative Arts Private Limited (Service Comapmy)  
VISV Properties Private Limited (Property Dealer)  
Jubilee Associates and Industrial Pvt. Ltd (Commercial Dealer)  
Semaphore Limited (Computer & Accessioes Seller)  
Hotel Ajanta Guest House Pvt. Ltd. (Hotel Industry)  
Green India Roshni Pvt. Ltd. (Solar Power Company)

Major Exposure            Statutory Audits, Tax Audit, Bank Audit, Internal Audit  
Finalization of Balance sheet and Profit & Loss Account  
Computation & Filing of Income Tax Return  
Prapartion of Projections for Bank Financing  
Preparation of Provisional Financial Statements  
Computation & Filing of TDS & Service Tax Return  
Ensure Compliance with Statutory Liabilities  
Analysis of draft financial statements  
Setting Up of Accounting System in Proper Manner  
Compliance, Computation & Filing of GST

### COMPUTER LITERACY

- > Completed 100 Hrs of ITT training under ICAI
- > Knowledge of MS Excel, MS Word, MS PowerPoint
- > Knowledge of SAP, Tally 9.0, Tally ERP
- > Knowledge of Goods & Services Tax (GST)
- > Familiar with Internet Operations.

### PERSONAL DETAILS

Father's Name	:	Shri Prakash Chand
Date of Birth	:	18th January, 1991
Marital Status	:	Unmarried
Language Known	:	Hindi, English (U.K.)
Hobbies	:	Travelling, Music
Email I.D.	:	shyamdon73@gmail.com
Mobile No.	:	9211547731

### PERSONAL ASSETS

My strength may be marked with three words:-

Integrity  
Innovation  
Initiative

These are the three mantras with which I work.

### SELF-DECLARATION

I consider myself familiar with my field. I am also confident of my ability to work in a team.  
I hereby declare that above information is a appropriate upto best of my knowledge.

Place: New Delhi

Date :

( CA. SHYAM SUNDER )