

ANSHUL MEHNDIRATTA

B.COM(H), CA Inter, CS

Contact No. : 91-9968519995

Email id : anshulmehndiratta@outlook.com

Curriculum-Vitae

Career Objective

To be associated with an organization where I can utilize my professional knowledge & skills and gain further experience while enhancing the organization's productivity & reputation.

Work Experience

Organization	Role	Period
IBM India Private Limited	Lead – Finance and Administration	Sep 2018 – Present
Renew Power Limited	Senior Executive Tax - Contractual	Nov 2017 – Sep 2018
MAKS Professionals – Batra Deepak & Associates	Senior Executive - Audit & Taxation	Jun 2013 – Nov 2017

-Completed CA Articleship Training from K.L.Vyas & Associates from Aug 2008 till Feb 2012.

➤ **Project Transition in IBM : (Project Ramped Down)**

- Preparation of Daily Production Report for variable cost.
- Reconciliation of GSTR 2 & 2A.
- Analysis of fixed cost variances.

➤ **Direct & Indirect Taxation Exposure :**

- Collating Assessment data for complete & limited scrutiny under section 143(2).
- Processing and e-filing of Income Tax Returns, Service Tax Returns, TDS Returns and VAT Returns of corporate and individual assesses.
- Checking applicability of various clauses of 3CD and preparation of Tax Audit Report in form 3CA/3CB.
- Checking Tax Compliances, calculations and making payments for Advance Tax, Service Tax and TDS.
- Preparing Application u/s 281 and Form 15CA.

➤ **Audit Exposure :**

- Revenue Audit of Aeronautical, Non-Aeronautical Revenue and Income from other sources. Identify the reasons for the reversals and waivers of the Revenue.
- Analysis of Balance Sheets duly compliant with Revised Schedule VI of Companies Act, 1956.
- Analysis of variances of all profit and loss account items and arriving at a logical conclusion for such variances
- Involved in analysis of business process with their associated risk and testing of controls to mitigate those risks.

➤ **Accounting Exposure :**

- Maintaining books of accounts and finalization of Balance Sheets of Various Clients.
- Preparation of MIS, Salary Sheet & Monthly Reporting of Companies.
- Preparation of Projected & Provisional Financial Reports of the Companies and Proprietorship Firm.

➤ **Other Assignments**

- E-filing of annual returns to ROC.
- Verification of Fixed Assets Registers.
- GST Registration.

Major Clients Handled

<u>Name of Companies</u>	<u>Nature of Work</u>
Delhi International Airport Pvt. Ltd. (DIAL)	Revenue Audit

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Bharat Sanchar Nigam Limited (BSNL)	Internal Audit
TMF Services India Private Limited	Financial Reporting and Tax Compliances
Hareon Solar India Pvt Ltd.	Financial Reporting and Tax Compliances
Lodha Air Tour & Travels Private Limited.	Statutory Audit
Scientific Security Management Services Pvt Ltd	Statutory Audit

Professional/Academic Qualifications

Year	Certificate/Degree	Institution/Board	Percentage
2015	CS-Final	ICSI	50.00
2011	CA-PCC	ICAI	52.00
2011	B.Com(H)	Delhi University	52.50
2008	High School(12th)	CBSE Board	84.20
2006	Intermediate (10th)	CBSE Board	74.40

Computer Proficiency

- Well Versed with MS-Office (Word, Excel and Power point).
- Working Knowledge of Tally ERP, Busy & SAP Software.
- Completed 100 hours Compulsory Computer Training conducted by ICAI.
- Completed General Management Communication Skills (GMCS) training course of ICAI.

Achievements

- Earned two badges in IBM – 1) Finance and Accounting Essentials , 2) Cognitive Practitioner.
- Secured above 85% marks in Accountancy, Business Studies & Economics in Class XII examination (CBSE 2008), 63% in Law, Ethics & Communication and 67% in Taxation in PCC.
- Actively Participated in PT's & Long Jumps at School Level.
- Passed the "50th ANNUAL ALL INDIA UN INFORMATION TEST" conducted by UNITED SCHOOLS ORGANISATION OF INDIA (Estd.1951)

Strengths

- Ability to work in teams effectively, a good team member.
- Meeting deadlines while also maintaining high standards of quality of the work.
- Adapts easily to new environment and like to accept new challenges.

Personal Details

Date of Birth : 08th June, 1991
Gender : Female
Nationality : Indian
Passport : Available
Languages Known : English, Hindi, and Punjabi
Address : House No. 149, Krishna Nagar, Delhi-110051

I confirm that the information provided by me is true to the best of my knowledge and belief.

Sd/-
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