CA. Ankur Madan

H.No.437 & 438 Pvt No.-301, 3rdFloor Sardar Patel Enclave,

PoothKalan City, Rohini Sec-23., Delhi-110086

Contact No: +91-9911234135 Email ID: acaankurmadan@gmail.com

To,

H.R. Manager,

Subject: C.V.

Dear Madam,

It gives me immense pleasure to offer my candidature for a suitable opening in your organization. I feel that my qualities complemented with my fast learning curve & ability to adapt with the changing environment would enable me to make an effective contribution to the organization.

I am working in a leading accounting &taxation firm as an **Associate** & seeking exposure in Industry. I qualified CA-Final Examination in May 2015 with exemptions in Strategic Financial Management, Advanced Management Accounting & Indirect Taxes. I have conducted a number of audits as an Individual, Team Member and Team Leader across Education, Hotels, Power, Production, Transportation (Logistics), and Pharmaceutical Sector.

Furthermore, with the qualities I have developed & strengthened during my articles training I am offering my organization skills as well as my ability to accomplish assignment tasks & assignments with efficiency on or ahead of schedule.

Looking forward to have an opportunity to meet you in person for more detailed discussion.

Thanks & regards

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**Objective**

I desire to work in a competitive environment & mature both as an individual & a team member. I want to work in such an environment that will enhance my knowledge & where I can perform my management skills according to my strong caliber & efficiency.

**Educational Qualifications**

|  |  |  |  |
| --- | --- | --- | --- |
| **Qualification** | **Institution** | **Year** | **Score** |
| **CA FINAL** | **Institute of Chartered Accountants of India** | **2015** | **54%** |
| **CA PCC** | **Institute of Chartered Accountants of India** | **2011** | **56%** |
| **CA CPT** | **Institute of Chartered Accountants of India** | **2007** | **74%** |
| **B.COM** | **University of Delhi** | **2011** | **54%** |
| **12th Standard** | **Dayawati Modi Academy, Rampur, Uttar Pradesh** | **2007** | **77%** |
| **10th Standard** | **Dayawati Modi Academy, Rampur, Uttar Pradesh** | **2005** | **73%** |

* **Completed 15 days General Management Communication Skills organized by ICAI.**

**Computer Proficiency**

**Trainings -** Underwent 100 hours Compulsory IT Training organized by ICAI.

**Software -** Have a fair experience of MS Excel, MS Word and Tally. ERP9.

**Certifications**

Pursuing Certification Course on IND-AS (International Financial Reporting Standards) from ICAI.

**Employment History**

|  |  |  |
| --- | --- | --- |
| **Period Served** | **Position Held** | **Organizations** |
| **01.10.2007-30.10.2007** | **Article Trainee** | **V.V.Kale& Co. Chartered Accountants, New Delhi** |
| **01.11.2007-01.04.2011** | **Article Trainee** | **Prem Shanker & Co. Chartered Accountants, Delhi** |
| **01.06.2011-30.06.2015** | **Paid Assistant** | **Prem Shanker & Co. Chartered Accountants, Delhi** |
| **01.08.2015-**  **30.06.2016** | **Senior Associate** | **Prem Shanker & Co. Chartered Accountants, Delhi** |
| **01.07.2016-till date** | **Audit Executive** | **J.C. Bhalla & Co., Chartered Accountants, Noida** |

**Work Exposure**

**Taxation –**

I was responsible for assurance of various Statutory Compliances under various acts which involves –

* Representation of Income Tax Assessment Proceedings for J & S Exports, CP World lines Pvt. Ltd, etc. & also individuals.
* Preparation of Tax Audit Report u/s 44AB of Income Tax Act in Form 3CA, 3CB & Annexure in form 3CD.
* Income Tax computation under various heads of income for corporate and individual clients.
* Preparation & filing of Income Tax Returns.
* Payment of Advance Income Tax & TDS Challans.
* Filing of TDS returns.
* Computation of Service tax Liability, Works Contract tax.
* Filing of Excise Return.

**Statutory Audit –**

* Triveni Engineering Industries Limited
* Power System Operation Corporation Limited ( A subsidiary of Power Grid Corporation of India Limited)
* Spentex Industries Limited
* Nehru Place Hotels Pvt. Ltd.
* IAL Logistics India Ltd.
* IACM Smart Learn Ltd.
* Geocon Infra Pvt. Ltd.
* Orchid line India Pvt. Ltd.

**Internal Audit –**

* NNR Global Logistics India Pvt. Ltd.
* UPOWER Logistics (India) Pvt. Ltd.
* Akshita Institute of Computers &Management Pvt. Ltd.

**Stock Audit –**

* Conducted stock audit of India’s one of the largest Milk producing Brand Amul Dudhmansagar Mehsana Cooperative Society, Manesar Plant &in various cities including Milk Preservation Centres.
* Conducted Stock Audit of Panasonic.
* Conducted Stock Audit of on behalf of J & k Bank
* Conducted Price Assurance Practices for Coca Cola India Ltd.

**Personal information**

**Father’s Name:** Kailash Madan

**Mother’s Name:** Rita Madan

**Languages Known:** English, Hindi

**Date of Birth:** 09th July, 1989