**Sourabh Sharma**

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**Chartered Accountant**

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| *PERMANENT ADDRESS:*  386, D-Defence Colony, Jajmau Kanpur-10  Pincode 201010  *CURRENT LOCATION:*  Flat No:-643,sector-5,Vaishali,  Ghaziabad  *Computer Skills:*   * Tally 7.2/8.1/ 9( ERP) * MS- Office * Internet working * Worked on accounting software too.   *Functional Area*:  Worked as Finance, Audit and Taxation head | **Objective**  Seeking professional growth through challenging assignments where in I can put my learning to use and add optimum value to self as well as the organization.  **Professional Records**   * Passed CA Final both group from The Institute of Chartered   Accountant of India in year 2016.   * Completed 250 hrs computer training from CORVESTEC as per guideline   of ICAI.  **Academic Credentials**   * B.com.with second division (securing 59.05%) from C.S.J.M University Kanpur in year 2007. * Senior Secondary (securing 67.00%) From Air Force School from CBSE Board in year 2004. * High School (securing 60.00%) From St.Joseph Senior seconary School from CBSE Board in year 2002.   **Three years Practical Training**   * Worked as Audit/ Accounts assistant with a Chartered Accountant firm M/S Gupta Raj Raghunath & Co as the Audit assistant during the period 2007 to 2011   .  **Experience**   * Presently working as Sr. Executive in Internal audit Department in super house group from May-2016 to till Date . * internal audit of M.L.A group, statutory audit of DENA bank, concurrent audit of ALLAHABAD bank , internal & statutory audit up electricity companies as well as taxation work of individual & companies from the period Jan 2007 to March 2016 |
| Personal Dossier  *Date of Birth:* 27 December 1986  *Gender:* Male  *Nationality:* Indian  *Father’s Name: Mr. Anil Kumar Sharma* *Marital Status:* Single*Religion:* Hindu Linguistic: Hindi, English    *HOBBIES:*   * Taking Interest in Personality Development. * Playing Cricket and badminton. * Reading Business News * Listening music * Watching News for Current affairs. | **Areas of Interest**   * Finalization of Corporate and Non Corporate Accounts ( Annual accounts as per Revised schedule VI of Companies Act) * Preparation of Books of Accounts * All Tax matters of Companies relating to TDS, Service tax and VAT. * Statutory Audits, * Internal Audits * Tax Audits * Stock Audits * Cost Controlling   **Job Profile**   * Statutory Audit that compliance with relevant standards of auditing and statutory requirement. * Internal Audit that compliance with relevant standards of auditing and statutory requirement. * Reconciliation of Accounts, Bank statement and Stock statement. * Physical Verification of Assets.   **Job Objective**   * To expand the horizons of my professional field by continuous working in the related field. * To gain wider experience working with professional organization wherein I can implement my knowledge and experience. * To continuously motivate myself for better as road to improvement is never ending.   Competencies   * Able to multi-task. * Quick learner motivated and dedicated. * Honest, sincere and hard worker with a high level of Integrity. * Strong leadership skills and ability to build, develop and lead result oriented teams. * Good communication, presentation and interpersonal skills |