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| **Nusrath**  [**Nusrath.325170@2freemail.com**](mailto:Nusrath.325170@2freemail.com) | | | C:\Users\hp\Desktop\New folder (2)\1.jpg | |
| Personal statement | | | | |
| I am a remarkably proficient and **certified finance professional** in quest of a deserved position in an organization that provides me a challenging and motivational work atmosphere. My capability to fit the slot perfectly is driven by my avid craving for knowledge. I stay updated about the undercurrent and contemporary happenings in my field of interest, i.e. **accounting and auditing** & this trait can definitely be advantageous for pushing organizational objectives forward. | | | | |
| Employment history | | | | |
| HamidHussain& Co. Chartered Accountants,  Perinthalmanna  Kannan&Kasim Associates Chartered Accountants, Kochi | |  | | *Nov 2013 – March 2016*  Audit Executive  *Dec 2012 – Aug 2013*  Audit Executive |
| Job related responsibilities during the tenure **Professional accomplishments &**  **Educational qualifications** | * Preparing and finalizing of accounts as per the applicable laws. * Conducting statutory & tax audits for NGOs, firms and companies. * Conducting statutory audit for both nationalized & private bank. * Conducting audit for a major retail chain business, hospital, school. * Handling registration and incorporation of Companies, LLP & other entities. * Completed CA-Inter group-1 and result awaiting for group-2 * Passed CA CPT as in December,2010 * Passed Bachelor of Commerce with Computer Application in 2013 * Completed Higher-Secondary from BHSE Kerala as on March, 2010 * Completed Junior-Secondary education from BHSE Kerala as on March, 2008 | | | |
| **Secretarial Acquaintance**  **Computer and software proficiency**  **Domains of expertise**  **Major clients handled** | * Have knowledge on The Companies Act, 2013, Income Tax Act, 1961, Negotiable Instrument Act, 1881, The Partnership Act, 1932 and other basic labour laws. * TDS filing, Income Tax filing, Service Tax filing. * DIN/CIN application. * Other statutory filing for Companies as per Companies Act. * Adept in using Tally * Knowledgeable in MS-Office * Advanced SEO based browsing skills. * Banking * NGO * Retail Chains * Schools * Hospital * Hotels * Firms & Companies * Reliance Fresh * Reliance Trends * Reliance Digital * Metro Hospital * South Indian Bank * State Bank of India * Federal Bank | | | |
| Key learningsSignificant achievementsExtra-Curricular ActivitiesHobbies & InterestsPersonal traits | * TheEveready Guidelines helped me to ensure that consistency of presentation and the quality of service meet the highest professional standards * It enabled me to use current technology & tools to enhance the effectiveness of deliverables & service * It has given me an insight into the inter-relationship of various functional areas of business * The assignments gave an opportunity to apply theoretical concepts to practical situations * It has helped me to study and analyze updates in generally accepted accounting principles, taxation and company law matters * Recommended various Cost Savings areas which were implemented by the Management * Suggested proper control framework for better work environment * Analyzed and detected the excess interest charged by a financial institution * Was a member of School Beautification Squad, Music Club and Computer Club * Represented House Team in Athletics, Cricket and Football * Listening to music * Browsing and travelling * Playing Sports Games * Exceptional communication skills * Skilled in financial analysis, decision making and mob management * Capability to handle even the most strenuous situations * Commitment to chase perfection by being innovative and perspiring * Adherence to professionalism and timeliness * Morally inclined and driven by ambitions | | | |
| My Pro forma | * Nationality- Indian * Visa Type: Visiting Visa * Date of Birth – 02 January 1992 * Gender – Male * Marital status – Single * Languages known- English, Malayalam | | | |
| References | Will be provided on request | | | |