Objectives

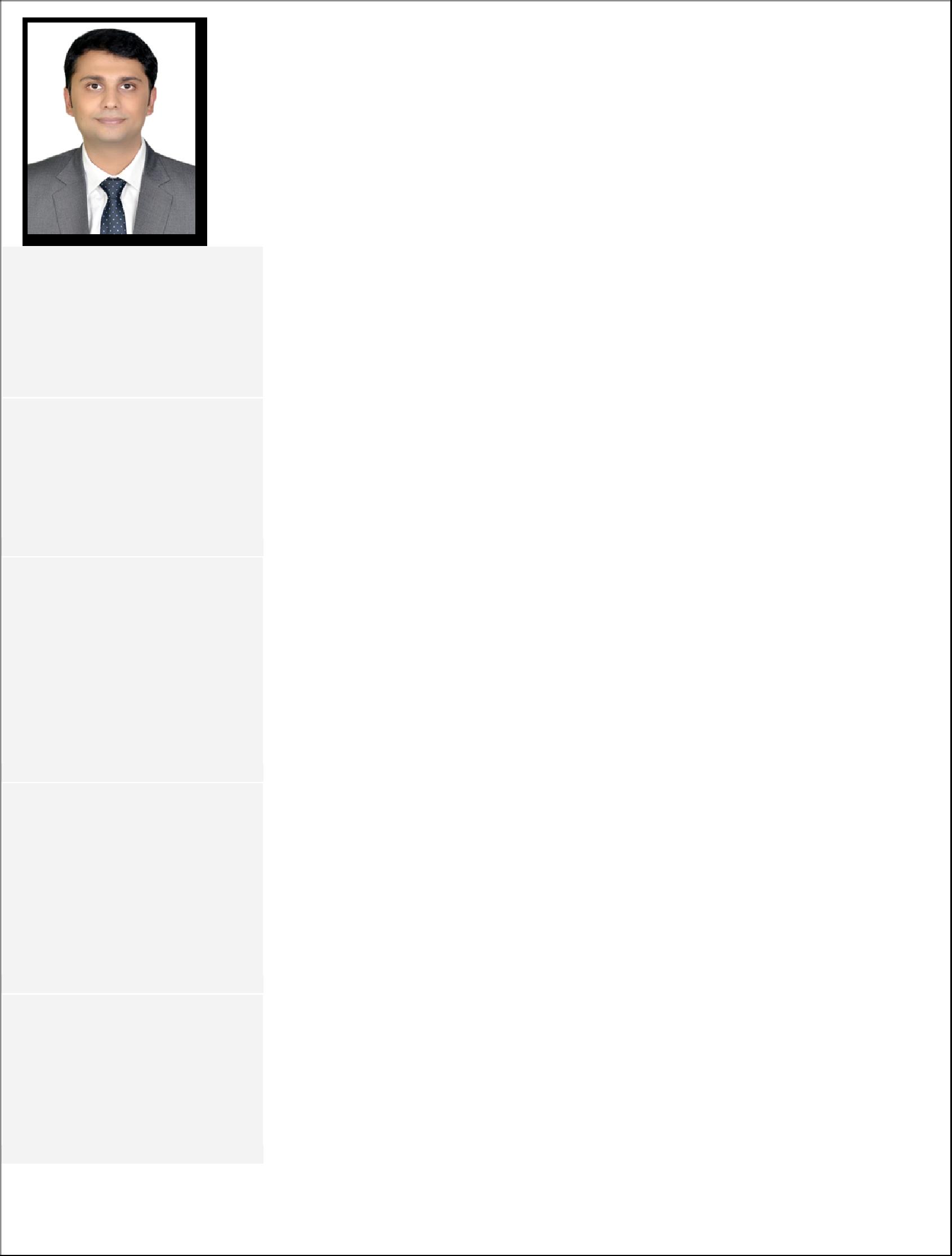
Synopsis

Core Competencies

Academia

Accolades

**Anand**



Chartered Accountant, B. Com

E-mail: [**Anand.374377@2freemail.com**](mailto:Anand.374377@2freemail.com)

* Immediate objective is to find an exciting and challenging career opportunity with an organisation of repute.
* Long term objective is put to an effective use my analytical abilities and professional competence so as to align self-development with organizational development.
* Performance-driven professional with focus on creating long term sustainable value for the organization through my expertise and ability to understand and implement management philosophy.
* Chartered Accountant by qualification, with **over 5 years** of total work experience at various levels.
* Compliance with Taxation laws (VAT, GST, Income-Tax Act etc.)
* Financial Reporting and Business Analysis
* Strategic Planning, Budgeting & Forecasting
* Business Operation Analysis
* Financial and Working Capital Management
* Hands on ERP Packages
* Management Accounting
* Communication, Leadership and Interpersonal skills

|  |  |  |  |
| --- | --- | --- | --- |
| **Examination** | **Alma Mater** | **Passed In** |  |
|  |
| Chartered Accountancy | The Institute of Chartered | 2015 |  |
| Accountants of India |  |
|  |  |  |
|  |  |  |  |
| B. Com | University of Mumbai | 2013 |  |
|  |  |  |  |
| XII | Gujarat Board | 2010 |  |
|  |  |  |  |
| X | Gujarat Board | 2008 |  |
|  |  |  |  |

* Scored **second highest marks** in Financial Reporting paper of CA Final examination and cleared CA examinations in **maiden attempt.**
* Cleared Prestigious **Indian Civil Services Preliminary Examination**
* Awarded first prize in district elocution and essay competition.
* Written articles on **Foreign Policy of the country** which got published in yearly Journal of Income-Tax Department, India.

Experience

**M/s Dasani & Associates**



**Senior Executive**

**(Since April 2014 to October 2017)**

* **In the fields of Accounting & Finance:**
* Preparation, consolidation and analysis of accounts, balance sheet, income statement and reconciliation statements leading to finalization of accounts
* Preparation and presentation of daily and monthly MIS Reports
* Preparation and review of various reconciliation statements e.g. Bank, Cash and Stock
* Preparation of cash flows to review the cash position and forecast funds required to honor the financial commitments
* Checking financial rations in the context of various banking facilities requirements
* Preparation of budget and analysis of variances
* Supervising and reviewing the books of accounts, adherence to internal policies and procedures
* Coordinating with finance team to complete accounting tasks within deadline
* Investigation of operational and financial results of the entity and making recommendations thereupon
* Liaison and negotiation with banks for availing term loans, working capital loans and restructuring of banking facilities
* Recommendation of cost reduction and cost effectiveness methods

• **In the field of Auditing:**

Conducted various statutory audits, internal audits, tax audits. reconciliationof financial statements and preparation of audit reports with taking into consideration legal provisions, accounting and auditing standards, guidance notes, CARO etc.

* Internal audit with particular focus on assessing the effectiveness of

**Internal Financial Controls**

* Analysis of stock and stores which includes identification of Slow Moving, Non Moving and Obsolete Items
* Analysis of Debtor and Creditor which inter alia includes Ageing, Recovery period, Balance confirmation and Legal cases
* Assignment covering areas such as purchases, stores, procurements, production planning, sales and marketing etc.
* Verification of various HR related issues such as attendance and leave policies, regularization process, data analysis etc.
* Drafting of various deeds & agreements and preparation of tender documents

• **In the field of Taxation:**

i. VAT Act

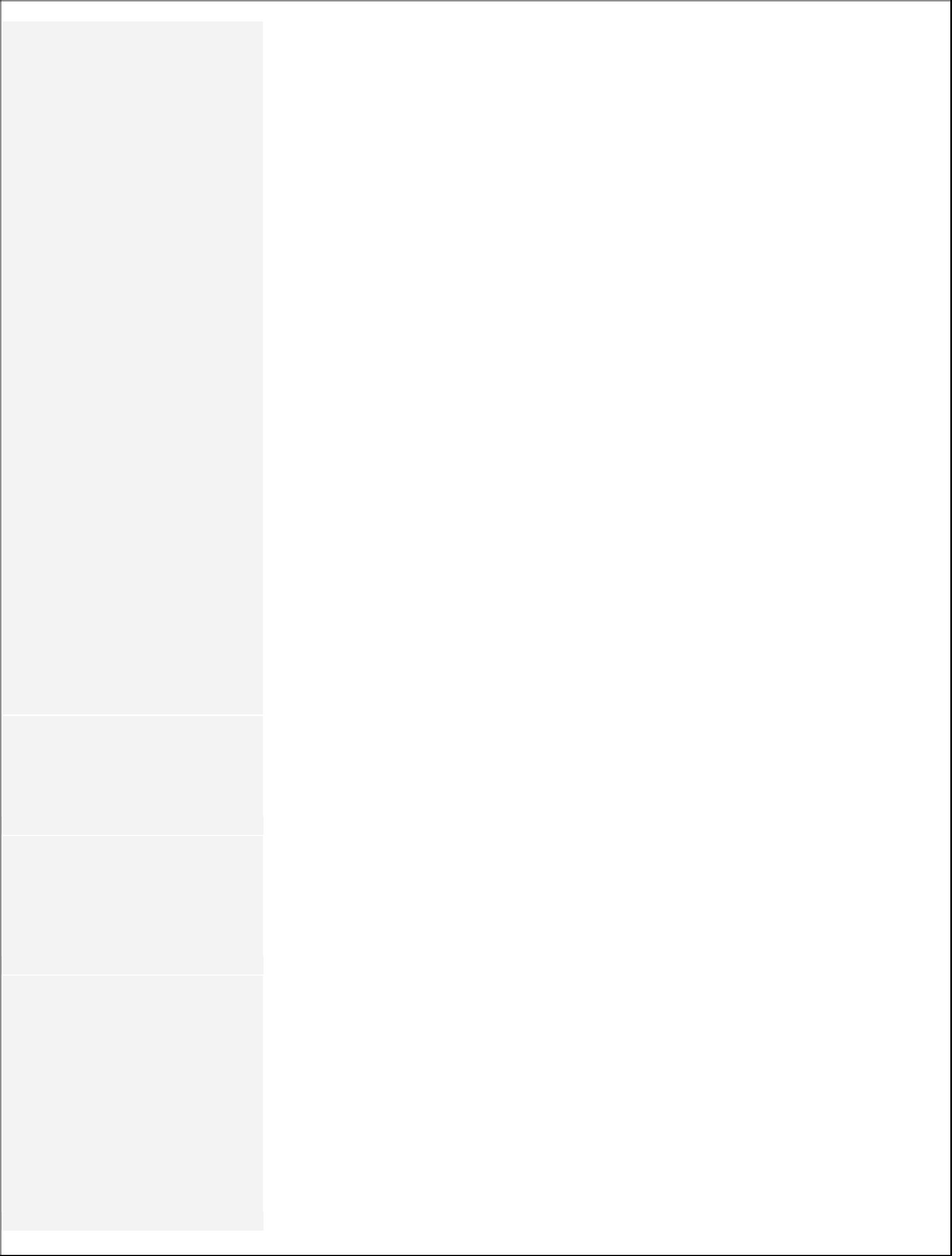
* Critical analysis of various provisions and applicability
* Management of effective implementation of various provisions along with sound reporting
* Presentation of analytical reports to the top management of the entity
* VAT Audits and filing of returns
* Refund follow-up and VAT credit management
* Representation before the appellate authority

Hobbies & Interests

IT Skills

Personal Details

ii. GST Act



* Migration of erstwhile Service-Tax and VAT Act registration into GST Act
* Filing of monthly GST returns
* Inventory management in compliance with GST credit rules

iii. Income-Tax Act

* Scrutiny and block assessments
* Data compilation & representation before the Income-Tax authorities
* Appear before appellate authorities
* Compliance with cash-deposition notices **post demonetization drive**

**M/s SNK & Co.**

**Audit Assistant**

**(May 2013 to April 2014)**

* Preparation and monitoring of accounts on routine basis including bank reconciliation, management of trade receivables & payables etc.
* Statutory audit of PSUs (Nuclear Power Corp. Of India Ltd., Kakrapar, Gujarat), Insurance sector (Life Insurance Corp. & General Insurance Corp. of India) and various manufacturing and trading units (In Textiles Industry, Diamond Industry etc. at Surat, Gujarat)
* Internal audit assignment of hotel industry (Hotel St. Laurn, Ahmedabad)

**M/s Majithia & Associates**

**Article Assistant**

**(September 2012 to May 2013)**

* Preparation and presentation of financial statements, consolidation, MIS reports, Budgets, Cash flow, Fund flow and break-even analysis.
* Concurrent audit of public sector bank (Bank of India, Mumbai)
* Statutory audit, Tax audit and Internal audit assignments
* Learning different languages
* Following foreign policies and international relations
* Reading
* Meditation
* Working knowledge in MS-Office (Word, Excel and Power Point)
* Functional knowledge of accounting package (Tally & MCS)
* Functional knowledge of banking softwere (Finacle)
* Completed Information Technology Training with Institute of Chartered Accountants of India

• Date of Birth : 11th April, 1992

* Languages Known : English, Hindi, Gujarati

|  |  |  |
| --- | --- | --- |
| • | Present Address | : Deira, Dubai, UAE |
| • | Marital Status | : Single |
| • | Nationality | : Indian |
| • | Visa Status | : Visitor Visa (Valid till January 18, 2017) |
| • | Notice Period | : Available to Join Immediately |
| • |  |  |
| • |  |  |