**Curriculum Vitae**

**Hemanshu**

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Date of Birth : 27th November, 1991.

* **Career Goals**

To be associated with a progressive organization that provides an opportunity to apply my knowledge and skills in order to improve my exposure and to progress gradually in my professional career.

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| **Qualifications** | **University/Institute** | **Year** | **Percentage Score** |
| **CA - Final – Group II** | Institute Of Chartered Accountants of India (ICAI) | May,2016 | 247/400 |
| **CA - Final – Group I** | Institute Of Chartered Accountants of India (ICAI) | November,2015 | 201/400 |
| **CA – IPCC** | Institute Of Chartered Accountants of India (ICAI) | November,2013 | 390/700 |
| **B.C.A.F.**Bachelor of Commerce (Accounting & Finance) | Viva College, Mumbai University | 2012 | 84% |
| **HSC : Class XII**(Maharashtra Board) | Utkarsha Vidyalaya and Junior College, Mumbai | 2009 | 65% |
| **SSC : Class X**(Maharashtra Board) | M.G.M. High School, Mumbai | 2007 | 63% |

* **Educational Qualifications**

* **Work Experience**
1. **Assistant Manager with Motilal Oswal Financial Securities Limited at Elphinstone Road Mumbai (August 2016 – Present)**
	* **Key responsibility area :**
		1. **Consolidated Financial Statement**
			+ **Objective:** Monthly preparation of Financial statement for management reporting with variance analysis and Quarterly reporting for Limited Review and getting audited with unqualified report .
		2. **Segment reporting**
			+ **Objective:** Quarterly preparation of Segment reporting for Limited Review
		3. **Departmental provision and variance analysis**
			+ **Objective:** Monthly preparation of provision for the group companies by coordinating with various departmental owners and finalizing the numbers for the financials statements.
		4. **Internal financial controls**
			+ **Objective:** Preparing, identifying, evaluating, and classifying the internal control assessment for the group on half yearly basis. Eliminating the deficiencies, risks identified in the existing process, work and data flow in organization.
2. **Industrial Training with Motilal Oswal Financial Securities Limited at Elphinstone Road Mumbai (February, 2015-February 2016)**
	* **Key responsibility area :**
		1. **Service tax Scrutiny**
			+ **Objective:** Preparation of data for five years for scrutiny.
		2. **Segment Reporting**
			+ **Objective:** Quarterly preparation of Segment reporting for Limited Review.
		3. **Financial Reporting**
			+ **Objective:** Preparation of Final Accounts of group companies.
		4. **System Implementation – Sun System**
			+ **Objective:** Understanding the processes of various businesses, flow of Information within the organization, various requirement of management, areas to be covered in the prospective system based on requirement, preparation of raw data to be entered into system, checkpoints at various level to ensure proper & correct dataflow within the system, preparation of various reports, testing the system output with ongoing system through parallel run.
3. **Internship with JCR & Co., a mid-sized firm based in Khar West, Mumbai (October, 2012 – January, 2015)**
	* **Key responsibility area :**
		1. **Statutory Audits of Private Companies (JCR & Co., Mumbai)**
			+ **Objective:** To learn the various steps to be checked so as to vouch and verify that the company is presenting a true and fair view of its books of accounts.
		2. **Stock Audit of Private Companies**
			+ **Objective:** To verify the stock held by the company as on reporting date with the values mentioned in the books of accounts.
		3. **Concurrent Audit**
			+ **Objective:** To analyze the working of the bank and various jobs carried out in the bank during its regular functioning.
		4. **Internal Audit**
			+ **Objective:** To supervise the various entries (Expenses, incomes, provisions, statutory dues, etc.) in the books of accounts.
		5. **Taxation**
			+ .**Objective:** Payments & Return filing for Tax Deducted at Source, Profession tax, Value Added Tax, Service tax, Income tax (Individuals & Companies)
		6. **Registrar of Companies Filing**
			+ **Objective:** Filing of ROC Returns along with various forms such as 23AC, 23ACA, 20B, MGT-14 and ADT-1.
4. **Junior Accountant with Shailesh Joshi & Associates (June, 2012 – September, 2012)**
	* **Key responsibility area :**
		+ - **Objective:** Maintained and prepared the Cen-Vat register for claims in Service Tax Returns for Pfizer Group.
* **Skills**
1. **Computer Skills**
	1. Microsoft Office (Word, Excel, Power-point).
	2. Basic software knowledge of Tally, Sun system, Trace and TNE.
2. **Routine Internet & Computer Operations**
* **References:** References available on request.