

**HITESH**

**Associate Chartered Accountant**

**Email:** **Hitesh-397738@gulfjobseeker.com**

# Objective: -

To be a part of an organization where I can grow in terms of knowledge, skills and attitude and put to an effective use my analytical abilities and professional competence in the areas of accounting & financing, auditing & strategic budgeting, so as to align self- development with organizational development.

# Professional Experiences: -

**Senior Accountant • (June 2017 – Present)**

* Presides over account reconciliations; makes sure all supporting documents are in order, reviews all account entries then prepares a summary of recommendations.
* Leads and oversees the closing responsibilities of the accounting team; performance of all key tasks must be done within the prescribed time-frame.
* Periodically reviews all accounting guidelines, policies, and procedures; introduces amendments as necessary for the purpose of improving accuracy, risk control, and for timely reporting.
* Performs both internal and external audits; provides complete, comprehensive reporting to all company managers, officers, and directors.
* Prepares Financial Statements of the company; conducts comprehensive analysis including recommendations for streamlining costs and funding revenue generating programs.
* Collaborated with the IT department during the implementation of change management policies.
* Preparing client deliverables, building relationships with the client staff and acting as ambassador for the Firm.

**VAT Compliance:-**• Verifying documentation and computation of tax obligation.
• Investigating potential miscalculation or deliberate fraud.
• Reviewing balance sheets accounting records and profit & loss statements.
• Ensuring constantly evolving tax laws are adhered to at all times.
• Filling of periodic returns under UAE VAT regime as well as preparation of Vat compliance reports.

**Associate • BSR & Associates (KPMG), Chartered Accountants (Oct-2012 – Oct-2015)**

* Carrying out external audit and other assurance services to clients in multiple industries.
* Obtaining all necessary audit working papers and documentation including researching and documenting facts and findings.
* Identifying and communicating accounting and auditing matters.
* Interacting with clients to help ensure that the information flow from the client to the audit team is efficient.
* Analyzing and evaluating the accuracy of accounting systems and procedures.
* Applying IFRS and ISA framework consistently in complex and challenging situation.

**Education:**

* Chartered Accountancy (ICAI) in May 2017 with distinction marks in 5 papers.
* Company Secretary in May, 2016.(62.36%)
* Master in commerce (MLSU, Udaipur) in May, 2017.(57.65%)
* Bachelor in commerce (MLSU, Udaipur) in May, 2014.(77.67%)
* Senior secondary (RBSC) in May, 2011.(82.48%)
* Secondary (RBSC) in May, 2009.(87.67%)

**Achievements & Certifications:**

* Best presentation award on “Artificial Intelligence” conducted at ITT training, Pali branch.
* Pursued “**DIP IFRS**” Course accredited by ACCA.
* Best essay reporting on water conservation conducted at SIRT, Udaipur.
* Silver medal at Commerce Olympiad, 2010 conducted at Udaipur.
* Successfully conducted ICAI’s AMCS, GMCS etc. & ICSI’s trainings.

**Core Competencies:**

* Audits & financial reporting
* Tax accounting & compliance
* Compliance with accounting standards
* Technologically adaptable (software like tally, Peachtree, KFRS, Genius, case ware etc.)
* Team work, responsible, adaptable, good written communication, quick learner, self-motivational, responsible.

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| **Personal Profile**Nationality | : Indian |
| Date of Birth | : 13/09/1993 |
| Marital status | : Single |
| Languages known | : English & Hindi |
| Reference | : Will be readily furnished upon request. |

**Appreciation Food**: -Always believe in learning, irrespective of concerned peer’s position.