**CHINTAN (B.Com, FCA)**

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| **Objective:** |
| A highly skilled and experienced Chartered Accountant with 7 years of post-qualification experience in managing accounting, financial reporting, taxation, and audit services for a wide range of clients. Possesses excellent analytical, communication, and leadership skills, and is committed to delivering high-quality services to clients. |

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| **Work Experience** |
| As an Article  Firm Name:- 1.  Chartered Accountants  Bhuj-Kutch.  (Tenure: From Aug-2012 to–May-2013)  2.  Chartered Accountants  Bhuj-Kutch.  (Tenure: From June-2013 to–August-2015)  As an Audit Manager  Firm Name:- 1. Khimji Kunverji & Co. (Gandhidham Branch)  Chartered Accountants  Gandhidham-Kutch.  (Tenure: From June-2016 to December-2016)    As a Dy. Manager, Manager, & Finance Head (Finance & Accounts)  Rajvi Group (having interest in Real Estate, Hotels, Logistics & Shipping Industries in Gandhidham – Kutch) (Tenure: From January-2017 to till date)  (Group belong to First woman speaker of Gujrat State Assembly Mrs. Nimaben Acharya)  (Major Group Firms – RCC Limited, RAS Infraport Private Limited, Rajvee Resorts and Hotels Private Limited, RAJVI Estate LLP, N. M. Timber LLP, Neemaya Hotel)    Work Area  • Manage and oversee accounting and financial reporting for group firms, ensuring compliance with regulatory requirements and company policies.  • Prepare and review financial statements, balance sheets, and income statements, and provide analysis and recommendations for group firms.  • Develop and implement tax planning strategies for group firms, ensuring compliance with tax laws and regulations.   * Liasioning with Banks for arrangement of Finances, & Refinances of Existing facilities     • Conduct audits and reviews of financial statements to identify and mitigate risks and ensure compliance with accounting standards.  • Lead and mentor junior staff members to ensure their professional growth and development  Officially After 2017 I have obtained Certificate of Practice and incorporate firm named “Shah Khandor & Co.” along with my cousin brother. Apart from my own practice I am also being statutory auditor of various Rajvi group firms and also professionally associated with their arbitration matter with Deendayal Port Authority (i.e. Kandla Port) & other legal battles. |
| Work Done while practicing CA:   * Statutory Audit / Tax Audit –   + Conducting Statutory Audit of Private Limited Companies (Companies in Shipping business &Construction Lines)   + Tax Audit of Private limited Companies (Companies in Shipping business, freight forwarding business& Construction Lines)   + Audit of Hindu Undivided Family/Proprietorship/Partnership Firms engaged in mining, minerals, & china clay processing, retail sector, salt manufacturing & trading, petroleum products. * Income Tax / Indirect Tax -   + Preparation of VAT returns / GST Returns / TDS Returns   + Service Tax Return preparation & filing of returns.   + Preparation of Computation of Total Income and filing of Income Tax Returns   + Representation & liaisoning on behalf of Clients with Tax Department * Special Assignment –   + System Audit of PSU Banks.   + Stock Audit of Kandla International Container Terminal (KICT – JM Baxi Group)   + Having been Statutory Branch Auditor of Canara Bank during 2017-19.   + Team Leader in Internal Auditor of Deendayal Port Authority (FY 2020-21 & FY 2021-22) * Assessment Proceedings –   + Preparation for Replies to the notices of Income tax department   + Preparing submissions for scrutiny assessments u/s 143   + Appearance before Tribunals * Other Work handled –   + Supervising the preparation of accounts   + Audit of Trusts   + Accounting in Tally of various Individuals, Proprietorship firms, Partnership Firms   + Liasoning with tax department   + Dealing & Coordinating with bank officer |

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| **Areas of Expertise:** |
| * Statutory Audit and Tax Audit * Assessment cases * Accounting * Certification Work * Income Tax and Indirect Tax Returns * Documentation and Reporting |

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| **Professional Qualification:** | | | |
| **Level** | Institute | Year of Passing | Marks Obtained |
| IPCC Group - 1 | ICAI, New Delhi | May-2012 | 263/400 |
| IPCC Group - 2 | ICAI, New Delhi | May-2013 | 150/300 |
| FINAL Group - 1 | ICAI, New Delhi | May-2016 | 243/400 |
| FINAL Group - 2 | ICAI, New Delhi | May-2016 | 219/400 |

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| **Educational Qualification:** | | | |
| **Degree** | **University/ Board** | Year of Passing | Percentage |
| B. Com | Kutch University | March-2014 | 48.44% |
| H.S.C. | Gujarat Board | March-2010 | 65.29% |
| S.S.C. | Gujarat Board | March-2008 | 66.46% |

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| **Personal Information:** | |
| **Date Of Birth :** | October1st1993 |
| **Languages :** | English, Hindi, Gujarati. |
| **Hobbies :** | Listening Music, Swimming and Playing Outdoor Games. |

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| **Computer Skills:** | |
| Software& Systems | MS Office, Tally ERP, |

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| **Expected Salary:** |
| Commensurate with responsibilities & qualification. |

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| **Industry References:** |
| Available upon request. |

Thank you for considering my application. I look forward to the opportunity to contribute my skills and experience to your organization. I declare that information shown in the resume is correct and complete to the best of my knowledge & nothing is concealed or distorted.