

ANUBHAV KUSHWAHA (FCA, CS, B. Com)



✉: 77/12, U Block, DLF PHASE-III, Gurgaon Haryana – 122002

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💻: caanubhav97@gmail.com

To,

The Manager,

Human Resource Department.

Dated: February 2023

SUB: APPLICATION FOR THE POST OF MANAGERIAL PROFESSIONAL (12 YEAR OF EXPERIENCE)

Dear Sir/Madam,

I, **Anubhav Kushwaha, Qualified C.A.**, credential through the result declared by ICAI on 21th January, 2013 and **Qualified Company Secretary** with a **First-Class Commerce Graduate**, submitting herewith my Curriculum Vitae for your kind perusal and favorable consideration for the post suitable for Professional in your organization.

I have **practical knowledge of Accounts and Audit Direct Taxes and Indirect Taxes- Mainly GST laws and Liasoning with the Govt. officials'** various other aspects of accounting, audit functions, corporate compliances and tax laws in India.

My systematic and organized approach, quick adaptability, logical and analytical approach, comprehensive problem detection and solving ability are my biggest assets.

I am seeking a challenging role to apply my skills and expertise towards the objectives of the organization. I am confident to carry out any responsibility, which is commensurate with my skills. I would request you to give me an opportunity to work with your esteemed organization.

Thanking You!

Yours Sincerely,

Anubhav Kushwaha

Encl: Curriculum Vitae

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BRIEF PROFILE:-

I am a qualified **Chartered Accountant**, based in Gurgaon, having 10 years of post-qualification experience and 2 year pre-qualification experience), presently associate with Bangalore based **MNC (BAKER TILLY DHC)**, an ISO certified Service Organization which provides consultancy services to big corporates in India. I am an authorized Indirect Tax Consultant in my existing company, thereby providing consultancy services mainly in the areas of **Accounting, taxation and GST Tax** and other related Indirect Tax issues for the company's clients PAN India along with a team of 5-6 members and coordinate with the company's branches on PAN India basis.

ROLES & RESPONSIBILITIES:-

- Liaised with state and central government tax authorities and amicably resolved tax issues and streamlined operations.
 - Supervision & overall responsibility of Indirect Tax functions (e.g. making payments, filing returns, finalizing sales tax assessments /appeals, E-Way Bills, statutory forms & dealing with the sales tax departments)
 - Independently pleaded cases before the adjudicating & appellate authorities and obtained favorable ruling, pertaining to Sales Tax matters.
 - Managed and resolved the assessment issues, legal cases, show cause notices & appeared before adjudicating and appellate authorities.
 - Offering special power of attorney to people for obtaining of way bills / statutory forms & other compliance.
 - Understanding of client's basis technical issues, ask relevant questions and gather appropriate information from the clients.
 - Participating in business decisions on Tax issues; handling audit related to tax matters; analyzing tax implication in respect of leasing of goods.
 - Coordinating with clients for statutory compliances and ensuring timely deposit of taxes and getting the assessment done / appeals filed.
 - Effectively participated in corporate con-calls with Head office and clients on various matters pertaining to Indirect Taxation.
 - Involved in devising and providing recommendations to address a wide range of issues related to compliance obligations in Taxation.
 - Maintaining CIA of the client data.
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DETAILED WORKING EXPERIENCE:-

Indirect Taxation

- Controlling Indirect Taxation matters (especially in VAT/CST/Professional Tax/Service Tax) across India with a team of 4 people in Indirect Taxation dept.
- VAT compliance with regard to Registration Certificates; reconciliation of VAT / Sales Tax accounts.
- Responsible for Sales Tax accounting for 13 northern states.
- Instrumental in formulating & executing tax strategies, action plan for new registrations at branches and monitor their effectiveness and modify whenever required.
- Successfully maintained documents related to Indirect Taxes according to law.
- Instrumental in formulating & executing tax strategies, action plan for new registrations and monitor their effectiveness and modify whenever required.
- Arranging monthly & quarterly Sales Tax payment, Returns & Sales Tax Assessments.
- Maintaining compliance tracker, due date tracker, return filing tracker, VAT assessment tracker.
- Appeared before VAT/CST authorities for assessment & appeal cases.
- Managed and resolved the assessment issues, legal cases, show cause notices & appeared before adjudicating and appellate authorities.
- Arranging 'C' & 'F' Forms and other statutory Forms from Customer.
- Successfully managing internal & external VAT audits.
- Issuing of 'C' Forms to Vendors.
- Giving statutory guidelines to other departments of the company.
- Reconciliation of VAT/CST payable A/c.
- Successfully received 34 assessment orders in mere 15 months.
- Liaised with State and Central Government tax authorities and amicably resolved tax issues and streamlined operations.
- Appeared before DGFT department for matters related to issuance and amendment of IEC Certificate.
- Responsible for Sales Tax Annual return filing for 13 northern states.
- Successfully managed the issue related to Works contract involving transfer of property in goods is an indivisible contract.
- Obtaining the knowledge about the upcoming GST law, the concepts and impact of GST on our economy.
- Understands the draft GST law, rules and regulation related to Registration, Invoicing, Return filing and other legal compliances.

Direct Taxes

- Effectively handled Tax Computation and ITR Filing for Individuals (Resident and Non Resident)
- Appeared before the Tax Authorities for seeking revision and rectification order against various notices issued to individual clients.
- TDS- Computation, reconciliation, payments and return filing, appeared before TRACES for TDS related issues.
- Successfully conducted Investment Proof Activities for calculating correct amount of TDS for salaried employees.

Legal Compliances

- Drafting of various deeds and documents, viz. POA, Authority Letter, and MOA/AOA for the company and LLP in India.
- Drafting of Bank Guarantees.
- Drafting of replies against the notices and orders to the State Govt. and various authorities.
- Successfully drafted replies to the Income Tax authorities on relevant engagements.

Registration and Licensing

- Applied and successfully obtained the following Registration Certificates and Licenses.
 - VAT/CST Registration
 - GST Registration
 - Professional Tax Registration
 - Trade License
 - Trademark License
 - Import Export Code Registration
 - Food License (FSSAI)

Accounting and Auditing

- Proficiency in TALLY ERP- Auditor version software.
- Hands on skills in preparation of Financial Statements
- Preparation of Budgets and Projections.
- Maintenance of proper books of accounts for statutory compliances.
- Performed and lead Stock Audits, VAT Audit, and SAD Refund Audit.

CORE COMPETENCIES

- Excellent communication skills both written and verbal.
- Strong organizational and analytical abilities in resolving client requirements.
- Provide timely and productive services in meeting client's expectations.
- Accountability for the job assigned.
- Strong Interpersonal Skills in maintaining effective communication network and professional relations with consultants of the various states.

PROFESSIONAL & ACADEMIC CREDENTIALS

❖ CA (Final)	: ICAI, Group-1 in May 2012 & Group-2 in Nov 2012
❖ CA (PCC)	: ICAI, Group-1 in May 2010 & Group-2 in Nov 2010
❖ CS (Final)	: ICSI Group-2 in Jun 14, Group-3 in Dec 13 & Group 4 Jun 13
❖ CS (Executive)	: ICSI, Group-1 in Dec 2011 & Group-2 Jun 2012
❖ B.Com	: CSJM - 2010
❖ 12th	: CBSE Board -2007
❖ 10th	: CBSE Board- 2005

PERSONAL PROFILE:-

❖ Father's Name	: Shri. Ram Bhajan Singh Kushwaha
❖ Mother's Name	: Smt. Rajeshwari Kushwaha
❖ Marital Status	: Married
❖ Date of Birth	: 17-Jan-1990
❖ Blood Group	: A +ve
❖ Managerial Skills	: Managing and Leading Skills.
❖ Hobbies & Interest	: Social Networking/Net Surfing
❖ Job Mobility	: Yes

Dated: February 2023

ANUBHAV KUSHWAHA