

CURRICULUM VITAE

CA ANKIT BANSAL

Address: Mom's PG, Noble Enclave

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Gurgaon, Haryana – 122018

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CARRIER OBJECTIVE

A Chartered Accountant with extensive experience in managing the accounts and finance department, possess good management and supervisory skills is seeking a rewarding and challenging position in a company that will give opportunities for professional growth.

EDUCATIONAL AND PROFESSIONAL QUALIFICATONS:

Course	Year	Institute	Result	Remarks
CA Final Group - 1	Jan'2021	Institute of Chartered Accountants of India	50%	Cleared in 1st Attempt
CA Final Group – 2	Jan'2021	Institute of Chartered Accountants of India	63%	Cleared in 1st Attempt (Exemption in DT, IDT, International Taxation)
CA IPCC Group – 1	May'2017	Institute of Chartered Accountants of India	67.25%	Cleared in 1st Attempt
CA IPCC Group - 2	Nov'2017	Institute of Chartered Accountants of India	63.33%	Cleared in 2nd Attempt (Exemption in Advanced Accounting & ITSM)
CA CPT	Jun'2016	Institute of Chartered Accountants of India	81.50%	Cleared in 1st Attempt
B. Com (Prog.)	Jun'2019	School of Open Learning (DU)	72.30%	
Senior Secondary	Mar'2016	CBSE	96.40%	
Matriculation	Mar'2014	BSEH	95.80%	

WORK EXPERIENCE:

Company Name	Designation	Served Time	Location
Silverskills Private Limited	Senior Executive	Aug'2022 to Present	Gurgaon, Haryana
VMGG And Associates	Manager	Feb'2021 to Aug'2022	Gurgaon, Haryana
Sanjay Kumar Mittal & Co.	Article Assistant	Dec' 2017 to Jan'2021	Pitampura, Delhi

Direct Taxation Work	<ul style="list-style-type: none"> • Filed all types of Income Tax Forms which includes Individuals, Partnership Firms, Trusts, Companies and rectification under Sec.154. • Finalization of Income Tax Computation. • Independently conducted Income Tax Audit and filed forms 3CA-CD, 3CB-CD. • Working and Preparation of Form 3CEB for Transfer Pricing. • Compliances with TDS and TCS Provisions and filing of Returns. • Preparation and Filing of Trust Income Tax forms 9A, 10BD. • Preparation and Filing of Trust Tax Audit Forms - 10B & 10BB. • Computation and timely deposit of Advance Tax. • Reconciliation with 26AS, AIS, TIS. • Assisted in drafting matters for cases under Scrutiny of Income under IT Act, 1961. • Working of Conversion of Proprietorship firm into company and LLP into Company. • Filing of Form 15CA & 15CB, 10CCB, 29B.
Indirect Taxation Work	<ul style="list-style-type: none"> • New GST Registration Applications. • Preparation & Filing of GSTR – 1 & GSTR – 3B. • Preparation & Filing of GSTR – 9 & GSTR – 9C. • Refund under Inverted Tax Structure, and Export with or without of tax. • ITC Reconciliations with GSTR – 2A & 2B. • Reply to issued notices.
Secretarial Compliance	<ul style="list-style-type: none"> • Company Registration and annual e-filing of various forms to registrar of companies e.g. ADT-1, ADT-3, AOC-4, MGT-7, INC22A, DIR-3 KYC.
Accounting Work	<ul style="list-style-type: none"> • Independently handled Accounting of various companies which includes: <ul style="list-style-type: none"> ▪ GST Reconciliation ▪ Deduction of TDS/TCS ▪ Timely deposit of TDS, GST ▪ Managing Account Receivables ▪ Managing Account Payable ▪ Month end Provisions ▪ MSME Compliances
Audit & Assurance Function	<ul style="list-style-type: none"> • Conducted Statutory Audit of Pvt. Ltd. Companies. • Conducted Internal Audit of Partnership Firms, Private Limited Companies & Trusts. • Conducted Departmental Audit of BPO. • Conducted Revenue Audit of Private Limited Companies. • Conducted Expense Audit of Private Limited Companies. • Preparation & Finalization of Financial Statement on monthly, quarterly and annually as per Schedule III • Consolidation of Financial Statements. • Issuance of Certificates. • Fixed Assets Register Physical Verification and tagging.
Reporting	<ul style="list-style-type: none"> • Preparation & Circulation of MIS to Various Departments. • Preparation of Annual Budget. • Variance Analysis. • Preparation of Dashboard & KPI's • Pricing for Clients of BPO • Managing Cash Flow on monthly basis

EXTRA CURRICULAR ACTIVITIES AND SKILLS:

- Proficient in MS Excel and Word
- Working Experience in Tally and Busy Accounting Software
- Working Experience with Compu Tax, Compu TDS, Compu GST, Compu Bal Software (Return filingSoftware)

PERSONAL DETAILS:

Father's Name: Sh. Arjun Bansal

Mother's Name: Smt. Rekha

BansalNationality: Indian

Gender: Male

Languages: English, Hindi

Permanent Address: 325/15, Krishna Colony, Jind, Haryana – 126102

DECLARATION

I hereby declare that the above information provided is true and correct to the best of my knowledge & belief.

ANKIT BANSAL