



## Contact

### Phone

7379533400

### Email

tgaurav771@gmail.com

### Address

592/jha 06-C Telibagh Lucknow 226029

## Professional And Academic Credentials

Dec - 2021

**CMA- Final (Group III Pass out)**

The Institute Of Cost Accountant Of India (ICMAI)

Dec-2018

**CMA- Inter mediate**

The Institute Of Cost Accountant Of India (ICMAI)

Dec-2018

**CMA- Foundation**

The Institute Of Cost Accountant Of India (ICMAI)

2017

**B.Com (Finance)**

Kamla Nehru Institute Of Technology (KNIT)

## Expertise

- Computax Software
- Office - MS-Office,
- Tally prime,
- My GST cafe
- Clear Tax

## Language

English

Hindi

# Mukteshvar Nath Tiwari

To pursue and excel in a growth oriented organization in order to utilize my skills and experience for the growth and prosperity of the organization which will simultaneously facilitate my career and professional growth.

## Experience

**2018-2022**

Ved Mishra & Associates, Chartered Accountant | Lucknow

**Finance Executive (Accounts & Taxation)**

Income Tax (Filing of All Type Return, Tax Audit.) | Accounting of Individual, Firm and Corporate | GST work (All Type of Return, GST Audit, GST Registration, Clarifications, Reconciliation etc.) | Maintaining the books of accounts up to finalization. Reconciliation of account | Project Report | Evaluate monthly profit and loss account | Company Compliances | Incorporation of Company | Annual Filling and all corporate work | Incorporation of section-8 company, trust, application of section 12AA and 80G | Correcting the ledger accounts | Preparation of Depreciation statements | Monthly preparation and filling of TDS & TCS returns | Independently file GST TDS Return (GSTR-7) of NBFGR-Lucknow | **Auditing experience** | Statutory audit of Indian bank FY 2020-21 and FY 2021-22 | Concurrent audit of Aryavrat gramin bank | Internal audit of Northern coal field(NCL) Jhingurda, Block-b and Nigahi project .

**2022-2022**

RSPL LIMITED | Kanpur

**Officer (Finance & Account)**

Indirect Tax Team (All Type of GST Return, GST Audit, Clarifications, Reconciliation etc.) | Working on SAP (Basic knowledge) | Handle vender payment reconciliation of ITC from GST returns (2A) with account payable team | Working on clear Tax software | Entries end the of the month on the SAP | Accounts & Records To Maintained Under GST- Input tax credit availed, Output tax payable and paid, Such other particulars as be prescribed.

**2022-Present**

Invest 101 Homes LLP | Lucknow

**Asistant Manager (Finance & Accounts)**

Monthly Bank Reconciliation Statement in Tally | Payment of Challan under PF and ESIC | Payroll processing with HR | Handle vender payment reconciliation of ITC from GST returns (2A) | Working on My GST CAFE software | Handle Petty expenses | Tax Ledger- Maintain, review, reconcile tax ledger | Calculation of TDS and deposit of TDS challan on monthly basis.