

# Resume

Himanshu  
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## Career Objective

To be an astute learner and the best performer in your organization so that I can build an innovative career in your esteemed organization with comprehensive experience gained during my three year articleship in accounting, auditing, taxation, and financial reporting.

## Educational Qualification

Qualification	Institution	Year
B.Com	Indira Gandhi University	2022
12th	CBSE	2018
10th	CBSE	2016

## Articleship Experience

Completed Articleship from Sharma Amit & Associates, Delhi-110053

\* From Feb 2023 to Jan 2026

- **Key Responsibilities:**
- Preparation and filing of GST returns for various clients.
- Preparation and filing of income tax returns.
- Supported in the preparation of tax computation and audit reports.
- Preparation and filing of TDS Returns.
- Maintenance of books of accounts, and bank reconciliations.
- Coordinated with clients for data collection and related queries.
- Assisted in statutory and tax audits of private and public limited companies.

## Technical Skills

- Accounting Software: Tally
- MS Office: Excel, Word, PowerPoint
- Working knowledge of GST portal, Income Tax utilities, E-way bill and MSME.

### **Strengths**

- Analytical thinking and problem-solving
- Attention to detail and accuracy
- Adaptability and eagerness to learn
- Team collaboration and client communication

### **Personal Details**

Date of Birth: 02-May-2000

Languages Known: English, Hindi

### **Hobbies**

Watching Inspirational videos & Movies, Exercise & Reading Newspaper.