

## CA KUSHAL DOSHI

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### ACADEMIC QUALIFICATIONS

Name of the Institute/College	Exams	Year of Passing	Percentage
I.C.A.I	Final C.A	2017	53.5%
I.C.A.I	I.P.C.C	2013	50%
I.C.A.I	C.P.T	2011	54%
M.P.V.V College of, Commerce, Borivali (W).	T.Y.B.com	2013	73%
M.P.V.V College of, Commerce, Borivali (W).	H.S.C	2010	74%
R.C Patel High School, Borivali (W).	S.S.C	2008	78%

**PROFESSIONAL EXPERIENCE**

Name of the Firm	Department	Designation	Period
M/s Parekh & Co	Accounts & Taxation	As a Article Assistant	From April 2012 to April 2015
Edupristine	Accounts,Taxation & Finance	As a Assitantant Manager	From June 2018 to Feb 19
Edelweiss rural and corporat Service limited	Compilance and Finanace work	As a Assoicate	From Feb 19 to Presently working

**Key assignments/responsibilities:-**

**At Parekh&Co :-**

- Passing of accounting entry (i.e sales bills,purchase bill,shares entry,petty cash enrty,bank statement enrty) in tally software.
- Filing of income tax return.
- Preparation of audit plan,audit programme and making strategy between team for audit.
- Compliance with requirements of the companies act 1956 and companies act 2013.
- Checking applicabilities of various accounting standards in clients
- Audit documentation.
- Making of TDS Calculation, Filing of TDS Return.
- Handling Assesement procedure of various clients.
- Prparation of projection report.
- Finalisation of accounts in month end.
- Conducting internal audit depends upon client requirement.

### **At Edupristine :-**

- Updating every day pending payment list report to CFO/CEO.
- Processing payment to vendor based on availability of fund.
- Checking of approval w.r.t to particular invoice.
- Checking of TDS compliances on Tax invoice.
- Calculation of Provident fund,ESI,Profession tax (Statutory compliances).
- Calculation and checking of Payroll every month.
- Calculation GST,Filing of GST return with calculation of GST liability.
- Preparation of MIS,Balance sheet and cash flow every month.
- Depositing every month TDS and filing of TDS return every quarter.
- Vendor reconciliation.
- Conducting internal auditing once in month.
- Handling CAPEX work in the organisation & keeping up to date record of CAPEX work.

### **At Edelweiss :-**

- Ensure of cash flow fund availability.
- Monitoring expenses incurred charged to correct account and Budget vs actuals, Donor reporting,
- Compliance review statement, Review report, critical observations shared, Response to team queries on financial aspects.
- Review of monthly expenditure with budgeted expenses vs actual expenses.
- Liaison with Auditors ,bankers and responding their queries on timely basis.
- Processing of the invoices on timely basis.Also checking of the TDS compliance
- Preparation of the Cash flow and projected cash flow and financial statement on monthly basis.
- Manage daily bank reconciliation.

**Strenths:-**

- Remarkable patience and skilful in handing the cases.
- Excellent communication skills in written & verbal both

**Computer Proficiency :-**

- Proficient in basic use of computer.
- Proficient in using of accounting software.

**PERSONAL DETAILS :-**

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Date of Birth	:	26 <sup>th</sup> April 1993
Gender	:	Male
Nationality	:	Indian
Marital Status	:	Single
Language Known	:	English, Marathi, Hindi and Gujarati.