

Sahil Sharma

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Career Objective

Having achieved competency as an accomplished accounting professional, I am actively pursuing a challenging new career opportunity in your organisation where I can utilise my qualifications and expertise acquired in my previous roles. My previous overseas experience along with my interest to acquire knowledge will assist me in adding value to your organisation.

Tertiary Qualifications

2015	Member of Institute of Chartered Accountants of India
2011	Bachelor of Commerce (Hons.), Panjab University, India
2008	+2. (Punjab School Education Board)
2006	10 th (Punjab School Education Board)

Demonstrated Skills & Abilities

- Experienced communicator with experience in liaising at all levels, both internally and externally.
- Vast experience in preparing GST Cases, Income tax returns, Customs, other relevant returns/statements and compliance auditing.
- Trained and experienced in all aspects of accounting, financial management and reporting.
- Strong knowledge of accounting and financial processes, policies and procedures.
- Experience in monitoring financial statements regarding the company's compliance with legal requirements.
- Ability to understand, interpret and apply accounting standards and financial processes, policies and procedures.
- Advanced computer skills with the ability to use various accounting systems and software.
- Plan and conduct research, analysis and conduct financial statement audits including associated reporting.
- Ability to support financial decision-making by collecting, analysing, investigating, and reporting financial data.
- Highly developed research and analytical skills including the ability to make sound judgements.
- Strong analytical and problem solving skills with the ability to achieve positive outcomes.
- Proficient reconciliation skills with experience in General Ledger Reconciliations and Bank Reconciliations.
- Committed to undertaking further training with the ability to acquire new skills quickly and easily.
- Having vast knowledge handling GST appeals, Customs, Income tax cases and represented before various revenue authorities.

Computer Skills

- Microsoft Word, Excel, PowerPoint, Outlook.
- Working knowledge of accounting software's –LOTUS,EVERSHINE,EASY SOFTWARE,TALLY
- Email and internet proficient with Fast and accurate keyboard skills
- Proficient in data mining and analysis

Employment History

July 2017 to Present:-M/S MODERN INSECTICIDES LIMITED

Organisational Profile:

- Modern Insecticides Limited is a public limited company (100% Export Oriented Unit) constituted under company Act, 1956/2013 dated 22.10.1990. This company deals in manufacturing and exporting of all kinds of Insecticides, Pesticides, fungicides, organic and inorganic fertilizers, chemicals, sprayers, dusters and also deal in or manufacture manures, any other article or things of a character similar

- **Key Engagements**

Internal Audit , Tax Audits, GST Audits, Stock Audits, Customs Compliances, EOU compliances and SEZ compliances.

General Accounting & Finance Duties:

- Performing Internal Audit and handling overall whole accounting and Taxation work of **Modern Insecticides Limited**.
- Proficient in preparation and filing of Income Tax Returns, TDS Returns, Indirect Tax returns, EOU returns.
- Proficiently handled various Gst refunds and Gst appeals.
- Performing EOU and SEZ formalities independently.
- Performing Balance Sheets Finalisation work.
- Responsibly handling bank and all bank related work.

Achievements:

- Demonstrated capabilities by being proactive in assuming responsibilities.
- Headed a team of employees including Professionals, graduates, intermediate level students and junior accountants.

August 2016 to June 2017 :- Girnar Hosiery Works(Regd) {Girnar Group}

Internal Auditor

Organisational Profile:

- Girnar Group is a hosiery unit established in **1956**. This group is dealing in hosiery Items like Yarn, Garments, Knitted Cloths ,Fabrics and Embroidery etc. Girnar Fibre Limited which is a public limited company whose shares are already issued in market is also part of this group.

General Accounting & Finance Duties:

- Performing Internal Audit and handing overall whole accounting and Taxation work of **Girnar Hosiery Works (Regd), Greyline Knitwares (Sister concern)** as well as **Girnar Fibre Limited(sister concern)**
- Performing and lodge Income Tax Returns, TDS Returns and indirect Tax Returns.
- Performing Balance Sheets Finalisation work.
- Performing Cma data (Bank Proposals) duties also.

January 2016 - July 2016 Atul Global Pvt Limited

Internal Auditor (6 months)

Organisational Profile:

- Atul Global Pvt Limited is a hosiery garments unit established in 2002. It has also a sister concern which is established in 1973 named Atul Coal Traders which is dealing in Coal and Pet coke items.

General Accounting & Finance Duties:

- Performing Internal Audit and handling overall whole accounting and Taxation work of co. as well as sister concern of the Group
- Performing and lodge Income Tax Returns, TDS Returns and Indirect Tax Returns.
- Leading and training new employees in the organisation
- Performing Balance Sheets Finalisation work.

August 2012 - September 2015 Sat Pal Sharma & Co. | CA Firm

Senior Accountant (3.1 Years)

Organisational Profile:

- Sat pal Sharma & Co. is a chartered accounting firm established in 1988, specialising in providing accounting, auditing, financing, direct and indirect taxation services.

General Accounting & Finance Duties:

- Perform internal book keeping and accounting duties including AR, AP, payroll and perform month end procedures and Balance Sheet Finalisation.
- Perform audit engagements across various industries.
- Prepare and lodge income tax returns and Indirect Tax returns.
- Leading a small team and training new employees.
- Handling Income Tax Cases and CIT(A) cases.

Achievements:

- Demonstrated capabilities by being proactive in assuming responsibilities.
- Headed a team of employees including graduates, intermediate level students and junior accountants.

Jan 2010 – July 2012 M/S Rajesh Garg & Associates | CA Firm

Article Assistant (Trainee)

Organisational Profile:

- Rajesh Garg & Associates is a chartered accounting firm, specialising in providing accounting, auditing, financing, direct and indirect taxation services.

Key Duties:

- Perform book keeping and accounting duties including AR, AP, payroll and perform month end procedures .
- Prepare and lodge income tax returns and indirect tax returns.
- Perform Audit of Private Companies, Partnership Firms and Proprietorship Firms.

Achievements:

- Worked as the senior article assistant and headed team of fresher articles

PERSONAL DETAILS:

FATHER NAME : SH SURINDER SHARMA

MOTHER NAME : SMT BABITA SHARMA

DATE OF BIRTH : 31 AUGUST 1990

MARITAL STATUS : SINGLE

Date :

Place : Ludhiana