

CA SURAJ KESARWANI

603, Yashwant Darshan Building, Near Virat Nagar Autostand, Virar(W), Mumbai - 401303.

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OBJECTIVE

- To obtain a position in a professional office environment where my skills are valued and can benefit the organization.

EDUCATIONAL QUALIFICATION**Professional**

Examination	Percentage	Year of Passing
CA Final (New Scheme)*	53.50%	Group 1 – May, 2019 Group 2 – November, 2019
CA IPCC	50.75%	Group 1 – May, 2016 Group 2 – November, 2016
CA CPT	50.00%	June, 2015

* Opted for 'International Taxation' as the elective subject and secured **Exemptions** in Law – 62 & Direct Taxation – 60.

Academic

Examination	Year	Percentage/Grade	School/Collage
B.Com	2018- March	Grade – A	MMK, College of commerce
HSC	2015- Feb	78.77%	MMK, College of commerce
SSC	2013- March	85.45%	S.A PODAR School

WORK EXPERIENCE

Article Assistant – Mahesh Tejwani & Associates – Chartered Accountant
(OCT 2016 - OCT 2019)

Accountant – PMVS & Associates LLP – Chartered Accountants
(NOV 2019 – Till now) (Formally known as Mahesh Tejwani & Associates)

DIRECT TAXATION

- Drafting & Filing the replies of various Notices of Income Tax.
- Prepared Computation of Incomes & Returns for Companies, Partnership Firms, Trusts, and Individuals & HUFs.
- Preparation & Filling of Tax Audit Report u/s 44AB ensuring Compliance.
- Preparation, Verification & Submission of TDS Returns including Lower TDS Certificate.
- Prepared Form 15CA & 15CB Certificates for Cross border remittance conforming to Income Tax Act & DTAA.
- Assisted in Finalization Preparation of Financials, Cash Flow Statement & Consolidation of Accounts as per Schedule III of Companies Act 2013.

INDIRECT TAXATION

- Drafting & Filing the replies of various Notices of GST & VAT.
- Obtaining GST Registration and Preparation & Filing of GSTR 3B, GSTR 1, GSTR 4 (now CMP 08) for various streams of clients having different business and profession.
- Obtaining PTRC & PTEC Certificates.

AUDIT

- Tax Audit.
- GST & VAT Audit.
- Forensic Audit.
- Society & Condominium Audit.

OTHER WORKS

- Preparation of CMA Report.
- Preparation of Provisional & Projected Financials for Various Requirements such as Bank Loan Sanction, OD A/c, etc.
- ROC Work such as AOC-4 & MGT-7.

COMPUTER AND OTHER INTERPERSONAL SKILLS

- **MS-Office:** Excel, Word, PowerPoint.
- **Taxation Tool:** Spectrum for Direct Tax & Tax Power for Indirect Tax (GST & VAT).
- **Accounting Tool:** TallyERP-9.
- Completed MCS Training as per ICAI Regulations.
- Completed Advance IT Training as per ICAI Regulations.

PERSONAL DETAILS

Date of Birth	: 9 th July, 1998
Gender	: Male.
Language Known	: Hindi, English.
Nationality	: Indian.
Hobbies	: Cricket, Football & Cycling.