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Miss. HETAL M VASANI (FCA)

Objective

I would cherish a demanding position that makes effective use of my background and abilities. I would like to work in an environment where performance is rewarded with new responsibilities.

Work experience

Worked in M/s. Chokshi and Chokshi LLP (Chartered Accountants Firm) as a Senior Indirect Tax Manager from March 2010 to November 2018.

❖ Handling Indirect tax Team and Indirect tax Assignments like :

- Conducting Audit under VAT Act, reviewing VAT Audit Reports, Supervising / guiding VAT audit team for conducting the Audit and filling VAT Audit Reports.
- Preparing and filling VAT / Sales Tax / Service tax appeal and appeared before the Tax Authorities.
- Attending Litigation matters with VAT department like Assessments/ Notice cases – Business Audit, Refund Audit, Desk Audit etc.. notice issued by the VAT departments.
- Attending Litigation matter with Service tax department like Scrutiny matters, EA Audit Cases, Refund cases etc...
- Liaison with the sales tax/VAT and Service tax Authorities like Refund case, Registration matter, Declaration matters, disputed issues, amendment matters etc...
- Advising and filling MVAT/ CST returns, WCT (VAT – TDS) returns, Service tax returns , PT returns , VAT registrations, service tax registrations, VAT and service tax refund applications , CST forms application forms etc..
- Giving consultancy services / Opinion clients on VAT matters, Service tax matters, GST matters.
- Advise on GST migration process as per the client's Accounts system requirements
- Advising / attending compliances under GST regime – filling periodic returns like GSTR1, GSTR3B, GSTR4 etc..
- Filling and Obtaining LUT from the departments
- Filling GST Refund Application and attended the case with authorities
- Attending notices issued by GST authorities, liaising with GST authorities for GST refund matters, amendments etc.
- Attending Excise matters like filling returns, registration, CESTAT audit conducted by the department etc.

❖ Audit and Accounts :

- Statutory Audit
- Limited Review Audit

- Tax Audit of Company, Partnership firm , proprietary firm etc.
- Internal Audit of Company, Stock broker etc..
- Account Finalization and Review Assignments
- ❖ Direct Tax - Income Tax :
- Preparing and Filling Income Tax Returns
- Preparing and Filling TDS Returns.

Worked with M/s.Patel & Deodhar (Chartered Accountants Firm) from June 2009 to February 2010.

- Conducting Internal Audit of NBFC, Company, Stock Broker etc..
- Tax Audit of Company, Firm, Co- Op Society etc..
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Worked with M/s. Vijay Mehta & Co. (Chartered Accountants) from December 2004 to November 2006

Article ship with M/s. Vijay Mehta & Co. (Chartered Accountants) from August 2001 to December 2004.

- ❖ Attending various Income Tax and Sales Tax Matters like
- Preparing and Filling Income Tax Returns , Sales Tax Returns , TDS returns etc.,,,
- Attending cases with Tax Authorities like refund cases, scrutiny matters etc...
- ❖ Audit and Accounts :
- Statutory Audit
- Tax Audit of Company, Partnership firm, proprietary firm etc.
- Internal Audit of Company, Stock broker etc..
- Account writing, Finalization etc..

Nature of Clients Served :

During job tenure, services provided to various types of industries/ clients like :

- Banks and Financial Institutions, Non-Banking Financial Companies, Regulators , Capital Market Intermediaries (Stock Brokers)
- Assets Management Company, Mutual Fund, Insurance Broker
- Gems & Jewellery
- Textiles, Readymade Garments, Home décor/ furnishing etc.
- Chemicals – Fertilizers
- Power Transmission
- Educations – school, Hospitals, Health Centre, Co-Op Society
- Information Technology- Software Industries
- Real Estate, Builders, related services
- Iron & Steel, Piping etc.
- Logistics services

- Consultancy Services, Financial Services
- Computer & Peripherals
- Media & Entertainment- Advertising Agency
- Laundry services provider

**Education :
Professional**

Examination	Institute	Year of Passing	Percentage
C.A. Final - 2 nd Group	ICAI	November 2008	54.75
C.A. Final - 1 st Group	ICAI	May 2006	50.25
P.E.II - 1 st Group	ICAI	November 2004	55.00
P.E.II - 2 nd Group	ICAI	May 2004	50.00

**Education :
Academic**

Examination	Institute	University / Board	Year of Passing	Percentage
T.Y.B.Com	Nagindas Khandwala College.	Mumbai University	April 2001	70.71
H.S.C	Nagindas Khandwala College.	Mumbai University	March 1998	70.33
S.S.C	M.K High School.	Maharashtra Board	March 1996	64.40

**Computer
Knowledge**

- Knowledge of Microsoft Office
- Tally, Tally ERP ,
- Exactly, Fact .
- Comtek, CA Office, Spectrum,
- E- Zenmvat.

Languages

English, Hindi, Gujarati

D.O.B

24th December 1980