

DEEPAK J SOLANKI

CHARTERED ACCOUNTANT

91-77387-52547

cadeepakjsolanki@gmail.com

SUMMARY

2+ years of work experience in financial accounting, GST and Income Tax, TDS, preparing accounts and tax returns. Experienced in auditing, meeting and interviewing clients and managing colleagues. Experience of Company & LLP formation, ROC Return. Ability to meet work deadlines as well as working under pressure and dealing with insolvency-cases.

EXPERIENCE

TEAM HEAD IN ACCOUNT DEPARTMENT

M/s. Manba Finance Limited | Thane | Feb 2020 - Present

- Monitoring process of accounting of EMI received from customer through NEFT/UPI or Razorpay in Tally and MFQ software.
- Accounting of High Volume entries and Loan repayment entries. Review
- and ensuring timely Bank Reconciliation
- Prepare and entry of monthly journal entries
- Monitoring & ensuring that CBIL update of Customer done in timely manner.
- Reviewing reconciliation prepared of customer ledger between Tally and MFQ software.
- Liaison with Sales Team, Collection Team, NOC Team.
- Maintain confidential and sensitive information

TEAM LEADER

Sunil Choudhary & Associates | Mumbai | Jun 2017 - Feb 2020

- Preparation and filing of Income Tax Return, Tax Audit.
- Preparation of GST Return & GST Audit.
- Preparation and filing of MVAT Return, MVAT Audit.
- Finalisation of Accounts & Preparation of Financial Statements.
- Formation & Statutory Compliance of Companies, LLP & Partnership Firms.
- Filing of ROC Return & TDS Return.
- Liaison with Bank person for Home Loan Financing, Bank OD facility for customer.

Article Assistant

Parekh & Co. | Mumbai | July 2013 – June 2017

- Return Filing under Income Tax Law, VAT, Service Tax and Companies Law
- Tax Audit under Income Tax Law and MVAT Act
- Finalisation of Accounts & Preparation of Financial Statements
- Formation & Statutory Compliance of Companies, LLP & Partnership Firms.
- Filing of ROC Return & TDS Return.
- Work for Processing of Financing of Housing Loan, Bank OD Facility.

SKILLS

Decision Maker

Customer service orientation

Communicaiton

Numercy

Tax Compliance

Account Management

Tally ERP9

MS Excel

MS Office

SAP

EDUCATION

Chartered Accountant

(May 2019)

The Institute of Chartered Accountant of India | Mumbai

Bachelors in Commerce

(March 2014)

Mumbai University | Mumbai

LANGUAGES

- English (Intermediate)
- Gujarati (Expert)
- Marathi (Intermediate)
- Hindi (Intermediate)

CERTIFICATIONS

- MS-CIT
- Advance ITT

HOBBIES



Yoga



Cycling



Music

PERSONAL DETAILS

Address:

A-25/117, Prerna CHS Limited
Gorai - 2, Borivali West
Mumbai - 400092

LinkedIn:

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