

Curriculum Vitae

Mr. Tarakant K. Giri	Shivneri Chawl, Jagdish Shetty Marg, Ganesh Nagar, Charkop, Kandivali(W), Mumbai-67. Contact No. : 9892141901 Email ID : tarakant.giri64@gmail.com, tarakant.giri64@rediffmail.com
Profile at a Glance	B.Com., IPCC(pursuing)

Educational Qualification

✓ Academic Qualification :

Exam	Institute	Year	Marks
B. Com	KES College, Kandivali West, Mumbai University	2015	Sem6 th - 72.82% Sem 5 th - 62.81%
H.S.C.	Vidyaniketan Jr. College, Kandivali West, Mumbai University.	2012	77.67%
S.S.C	Trinity English High School, Kandivali West, Mumbai Board.	2010	75.64%

✓ Professional Trainings:

- Successfully completed 100 hours of Computer Training Course & cleared the examination held by ICAI.
- Successfully participated & completed Orientation Programme of the ICAI.
- Advanced Knowledge of MS-Excel, MS-Word and MS-Power Point.
- Working Experience in Tally9 ERP Applications, TDS Spectrum software

✓ **Work Experience:**

✓ **Previous Employer(Articleship Training): SANJAY THAMPY & ASSOCIATES (CA Firm)**

Period: 02/11/2015 to 02/11/2018

Successfully Completed 3 years Articleship Training in Sanjay Thampy & Associates (CA Firm) as on 02.11.2018 as Article Assistant & worked as an employee till 31.12.2018

- Book keeping & assisting in Accounting & Finalization of various Individuals(Proprietorship concerns), Partnership firms, Trusts & Companies.
- Statutory audit of various Private Limited companies engaged in Manufacturing, Trading, Logistics and Trusts
- Filling forms for various Income Tax returns and filing the same on E-filing Income Tax website
- Preparation for periodic GST returns from tally or excel sheet & filing of the same on GST website
- Preparation of details for Income Tax Scrutiny & Appeals matter and various compliances for the same on efilling website
- Preparation & filing of periodic TDS returns of Persons
- Corrections, matching & adjustments of challans with respective returns on TRACES website for various TDS for which notice has been arrived.
- Tax audit of Private Limited Companies, Partnership Firms and Individuals engaged in Manufacturing, Trading, Service Industry, etc.
- Trust Audit of various trusts such as Schools & Temples
- Techno Economic Viability (TEV) **Vetting** of various Financial models and their respective reports

Personal Information

Some Personal Achievements:

- Participated in various annual science exhibitions in school
- Secured second place in inter school drawing competition
- Secured second position in computer training course from Raj computer Academy

Some of my Hobbies:

- Reading, Writing, Painting & Listening music

Date of Birth : 13/01/1995
Nationality : Indian
Languages Known : English, Marathi, Hindi & Odia.

Date:-
Place:- Mumbai.

Tarakant K. Giri