

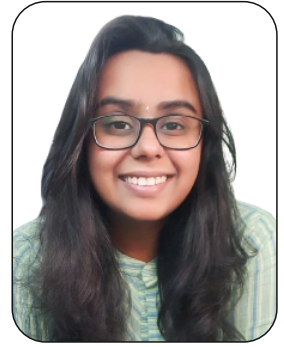
# **MOKSHIKA CHHEDA**

BMS, CA - Inter (Group I)

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## **Professional Objective**

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Seeking opportunities to join an organization that can help me in enhancing my skills, strengthening my knowledge, realizing my potential. To explore new areas of work in a dynamically stable organization.

## **Professional Internship**

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Started Articleship under R. K. Desai & Co. in the Year 2018 for one year and balance period served with CA Moiz F. Lokhandwala & Co.

## **Nature of Work Performed**

- Have extensive hands on Computation of Income, Finalization of Profit & Loss Account and Balance Sheet, Filing of Income Tax Return of Individual, Partnership Firm, Societies etc.
- Bank Reconciliation activity and guiding the clients regarding the same.
- Engaged in Computation of GST Audit.
- Preparation of Tax Audit Report - Form 3CD, 3CB/3CA.
- Managing activities related to TDS and GST compliance & return filing.
- Statutory Audit of Bank.
- Preparation & filing of PT Returns.

## **Responsibilities**

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- Stretching work hours to complete work and meeting deadline on time.
- Always ready to take any assignments.
- Good client relationship

## Professional Skills

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- Application Programs - Working knowledge of MS Word & Advanced Excel.
- Accounting & Taxation Packages - Tally ERP 9, Winman Software.
- Information Technology Training (ITT), ICAI 2018.
- Integrated Course on Information Technology & Soft Skills (ICITSS) Orientation Course.
- Creation of Effective Dashboards.

## Academics

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CA - Inter : Group I [Cleared in July, 2021]  
Institution of Chartered Accountants of India.

Bachelor of Commerce : BMS - 2018  
Thakur College of Science & Commerce

H.S.C - 82%  
Tahkur Vidya Mandir Jr. College of Science & Commerce

S.S.C. - 62%  
Infant Jesus School

## Personal Details

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Date of Birth : 26/10/1997  
Nationality : Indian  
Languages Know : English, Hindi, Marathi, Gujarati.