



Hiren Makwana

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*Accounting Professional targeting assignments in **Accounting, Taxation and Auditing with an MNC in Financial & Banking** industry
Location Preference: **Mumbai***

|| Profile Summary



- A result-oriented professional with **nearly 5 years** of experience in **Accounting, Taxation and Auditing Operations**; currently associated as **Senior Audit Assistant** in **R. Devendra Kumar and Associates**
- Designed and implemented audit plans to address audit risks for **Treasury Audit of SIDBI** and various other clients for the annual **Statutory Audit**
- Conducted operational, financial, process and systems audits designed to review and appraise the client organisation's activities, systems and controls
- Knowledge of:
 - **Indian GAAP**
 - **India Taxation & GST**
- Experienced in Article Assistance; worked with **Ramesh C. Shah & Co.** as an **Article Assistant** on various statutory audit assignments in diversified sectors as part of audit team
- Led and coached a team of **5** Junior Assistant, provided insight and guidance to ensure on-time delivery of audit assignments
- Skills in problem-solving coupled with assertive decision-making for enabling effective solutions leading to high customer satisfaction within scheduled duration

|| Key Skills



Statutory Audits	Team Management	Client Engagements
Generation & Presentation of Audit Reports	Quality Control & Compliance	Compliance
Business Development	System implementation	Documentation

|| Work Experience



Since May'16 with R. Devendra Kumar & Associates

Growth Path/Deputation:

May'16 - Nov'18 as Junior Audit Assistant

Since Dec'18 as Senior Audit Assistant

Key Result Areas:

- Audits like Statutory, Internal, Tax, Vat, Stock & Concurrent; presenting audit reports clearly highlighting key audit recommendations to management
- Performing **Statutory Audits** as per Indian GAAP, Quarterly Reviews of clients in accordance with SEBI Guidelines, and Tax Audits as per the Income Tax Act
- Acting as a member of teams that executes Statutory Audits for clients in line with the Audit Manual and in compliance with auditing standards and legal regulations
- Ensuring timely preparation of financial statements and supporting work papers consistent with regulatory reporting frameworks and within agreed timelines
- Leading the team in multiple audit assignments for **SIDBI, Continental Controls Limited, Navjeevan Co-op Bank** and monitoring progress of engagements with different clients
- Collaborating in planning objectives and determining an audit strategy that appropriately addresses risk
- Establishing expectations of the value to be delivered; monitoring performance of the engagement team against budget, and making alterations where necessary
- Contributing to profitability of the firm by generating additional work from existing clients and supporting the bidding for new engagements

Highlights:

- Conducted Statutory, Internal, Treasury and Concurrent Audits for Organisations such as **SIDBI ,Hindustan Petroleum Corporation Limited, Punjab National Bank Ltd., Air India Sats Pvt. Ltd., , The Navjeevan Co-op Bank Limited**, to name a few
- Organized Treasury audit of **SIDBI** and Internal Audit of **Air India Sats Airport Services Pvt. Ltd.**
- Successfully managed to conduct Concurrent Audit Reports of **Bank of Baroda's branches** spread all over Mumbai
- Delivered audit testing while assessing audit evidence obtained from the audit process so as to comply with the firm's audit methodology
- Improved profitability of audit engagements .

Proprietor of H.P. Makwana & Co , Mumbai from Feb'15 to May'16

Key Result Areas:

- Built and maintained strong relationships with client, negotiated fees and worked as focal point for client queries and recommendations
- Evaluated compliance to the Companies Act and various legislative laws applicable to respective clients

|| Internship

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- Completed **3 year Internship** with Ramesh C. Shah & Co, Mumbai as an Intern

Some of the Clientele Audit / worked with:

- Statutory Audit & Tax Audit : Kantilal & Manilal & Co Pvt Ltd., Milton Pvt Ltd, Jamson Securities Pvt. Ltd.(Stock Broker). Mill owners Association Mumbai (Trust).
- Bank Branch Audit : Vijaya Bank (Vashi Branch)
- Concurrent & Revenue Audit: Central Bank of India (Cotton Exchange Branch, Kalbadevi.), Central Bank of India (Mankhurd Branch), Punjab National Bank (Chembur Branch).
- Internal Audit: Texprocil (The Cotton Textiles Export Promotion Council – Co. u/s 25) and GTN Textiles Ltd.
- Others
 - Preparing and submitting form 15CB for private co. and other certificates for various groups.

|| Education

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- **CA Inter** from Institute of Chartered Accountants of India in May 2014
- **B.Com.** from N.L College, Mumbai in 2011
- **12th** from N.L College, Mumbai in 2008
- **10th** from Fatima Devi English High School, 2006

|| IT Skills

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- MS Excel, Word, PowerPoint and Tally
- Finacle & Oracle (Advance)

|| Personal Details

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Date of Birth: 09th November, 1990
Languages Known: English & Hindi
Current/Permanent Address: B/104, Neelyog Tower, Khot Kuwa Road, Malad(East) Mumbai-400097