

CURRICULUM VITAE

Sudhakar Mittal

6/152, Vidhyadhar Nagar,

Jaipur. PIN NO. 302039

Date of Birth : 28th Feb.1989,

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OBJECTIVE

To join an organization that will provide me challenging accounting and Taxation goals and tremendous career growth opportunities.

ACADEMIC QUALIFICATIONS:

Level	Year	Board/University	Remarks
B.Com	2010	University of Rajasthan,Jaipur	With 1st division (60%)
Sr.Secondary (12th)	2007	Board of Rajasthan,Ajmer	With 1st division (73%)
Secondary (10 th)	2005	Board of Rajasthan,Ajmer	With 1st division (81.5)

EDUCATION

Academically-

- **B.COM** from Rajasthan university in 2010

Professionally-

- **Chartered Accountant(PCC-2nd Group)**
- **Company Secretary (Executive- 1st Group)**
- **Exemption in Accounts (PCC) 62Marks out of 100.**

SUMMARY OF QUALIFICATIONS:

- Strong accounting principal ,assumption and accounting standards (AS) knowledge .

- Strong analytical ability specially in financial and taxation matter.
- Working knowledge of Direct & Indirect tax laws, rules & regulation made there under.
- A knowledge of various corporate internal control system.
- Practical exposure in Share market and F&O market.
- Sound Knowledge of Indian & Global Economics.
- Knowledge of Forex Market and there regulation made under.
- NIIT and Aptech Certified course for MS office, Tally and other various daily routine programme.
- A depth theoretical knowledge of Companies Act 1956,SEBI guidelines,various worker related Acts etc.

ARTICALSHIP:

Three and half year with R.Swaroop & co. Jaipur- From 2007-to 2011

- Statutory audit of various reputed corporate clients.
- Internal audit of various reputed corporate and non corporate clients.
- Tax audit and stock audit of various clients.
- Audit of various banks.
- Physical verification of Stock and Cash.
- Various accounting work for non corporate clients.
- Performed detailed analysis of the collected accounting data for various client organization.

Job Experience

- 7 Year Job Experience from **S Gupta And Associates** (Chartered Accountant Firm In Jaipur from 2016 to till now.
1.5 Year Part-Time Accountant Experience in Mittal Skin & Health Cure Pvt Ltd.(Firm Situated at Jaipur).

SUMMARY OF PRACTICAL EXPERIENCE:

I have following practical experience during this period :-

- To be able handle all accounting transactions.
- To able to make compliance of GST Return, TDS Return Entries, Service tax Return.
- Debtors ,creditors ledger scrutinize.
- Scrutinize of various accounts related to TDS,Service Tax ,Sale Tax and Custom for compliance of their respective laws.
- Various work related to P&L and balance sheet finalization.
- Preparation of Branch reconciliation, Bank reconciliation statement.
- Various documentation works related to Excise and Custom.
- Online Returns and Forms Filling.
- 12A and 80G Registration under Income Tax Act, 1961.
- Making of Fixed Assets Register of MNC Company. (Marriot, Accore Hotel Group).

(Sudhakar Mittal)