

SACHIN SANJAY TATPURKAR

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CAREER SUMMARY

Semi qualified CMA professional with a B. Com degree and more than 15 months of experience in GST compliance and audit. Skilled ERP and MS Office, with a strong ability to manage and analyse financial data. A quick learner, adept at adapting to new processes, and committed to accuracy in financial reporting. Proven experience in private sectors, with a focus on GST Compliance and audit

SKILLS

- | | | |
|------------------------|----------------------|-----------------------|
| o Accounting | o Tally Prime | o Attention to detail |
| o Microsoft word | o Financial Analysis | o Critical thinking |
| o Microsoft PowerPoint | o Communication | o Problem solving |
| o Microsoft Excel | o Time management | o Adaptability |

PROFESSIONAL EXPERIENCE

R.V. Nevatia and Company (Pune) 01.01.2022 – 31.07.2023

Article Assistant

▣ Indirect Taxation

- Managed 05+ GST Registrations, ensuring timely and accurate processing.
- Prepared and filed 100+ GST returns (GSTR-1 & GSTR-3B) for multiple clients, ensuring 90% accuracy in tax calculations and compliance.
- Performed GST 2A/2B reconciliations with Books.

▣ Direct Tax

- Managed TDS/TCS calculations, timely payments, and return filings while ensuring regulatory compliance.
- Prepared ITR on Winman tax software for different clients.
- Performed TDS and TCS reconciliations with 26 AS and Books.

▣ Others

- Maintained accurate bookkeeping by recording day-to-day entries on tally prime.
- Prepared and issued various certificates for clients with UDIN.

EDUCATION

Professional Credentials

THE INSTITUTE OF COST ACCOUNTANTS OF INDIA (ICMAI)

Dec 2019- Dec 2025

CMA FINAL-(Result Awaited)

- Secured highest 72 mark in Cost Management Audit.

CMA INTERMEDIATE- 64.87%

- Group 1 cleared in first attempt.
- Secured exemption in 5 out of 8 papers.
- Secured highest 93 mark in financial accounting subject.

CMA FOUNDATION -54.25%

- All papers cleared in first attempt.
 - Secured exemption in 2 out of 4 papers.
- Secured highest 64 mark in fundamentals of accounting subject.

Academic Credentials (2019-2022)

- B.com- Arts, Science& Commerce College, Rahata. (Pune University)
 - ☑ Passed B.com with first division scoring 75.44% (CGPA 8.09)
 - ☑ Secured highest 93 mark in advance accounting-I.
- Senior Secondary Education, 12th. (Maharashtra State Board) (2018-2019)
 - ☑ Passed 12th Class with first division scoring 78%
- Secondary Education, 10th. (Maharashtra State Board) (2016-2017)
 - ☑ Passed 10th Class and Secured 72%.