CURRICULUM VITAE

RAHUL DASHRATH BHOR

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PRESENT ADDRESS / PERMANENT ADDRESS

RAHUL DASHRATH BHOR,

FLAT NO. 1101,

RAUNAK CITY B-10 CHS LTD.

WADEGHAR ROAD,

KALYAN (W) – 421301.

PROFESSIONAL PROFILE:-

Fourteen years and Six month's experience in the field of Accounting, Taxation, Auditing & Office Administration in different reputed organization. Extensive experience in conceptualizing and implementing financial procedures and actively involved in Maintenance & Finalization of Accounts, Audits, management, Compliances and Profit Monitoring. Proficient in providing financial performance MIS reports to top management for strategic decision making.

CAREER OBJECTIVE:

My experience has provided me with a comprehensive understanding of business and my career objective is to work in a company where I can apply my skill and knowledge to help corporate to use their business resources more effectively.

EDUCATIONAL QUALIFICATION:

Exam passed	Year	Board/Institute/University	Results
B.Com	2007	University of Pune.	1st Class with distinction
CA PCC	2009	THE INSTITUTE OF CHARTERED ACCOUNTANT OF INDIA.	PASS
CA Final 1 st group	2012	THE INSTITUTE OF CHARTERED ACCOUNTANT OF INDIA.	PASS

TECHINICAL SKILL:

Operating System: Oracle, Tally ERP 9, Winman, Winman TDS, Spectrum, Windows 2010 other packages, etc. M.S. Office etc.

PROFESSIONAL PROFILES:

1. INDO AMINES LTD.

DOMBIVILI, MAHARASHTRA.

Working Periods: - (01-12-2023 to Till Now)

Designation : - SR. ACCOUNTANT.

JOB RESPONSIBILITY:

- **Preparation of MIS, Profit and Loss Accounts and Balance Sheet of Indo Amines Europe Ltd.**
- **Preparation of MIS, Profit and Loss Accounts and Balance Sheet of Indo Amines America LLC.**
- **Maintain Drawback Register and Update Scroll from ICEGATE.**
- **Maintain RODTEP Register and Update Scroll and Script from ICEGATE.**
- **Computation of Advance Tax, Income Tax & MAT of Company**
- **Checking & Submission of E- Income Tax Return.**
- **Checking & Submission of 24Q, 26Q and 27Q TDS Return.**
- **Checking & Submission of GSTR-1 and GSTR 3B as per GST Act**
- **Preparation & Submission of GST Annual Return.**
- **Attending GST issue in GST department.**
- **Attending and representing of GST Audit form GST department in our premises.**
- **Attending and representing in Income Tax Assessment proceedings.**
- **Attending and representing in Income Tax Appeal.**
- **Preparation Document for Europe VAT Refund.**
- **Preparation of Documents for DIC Claim.**
- **Monitor and Annalise Logistic and other expenses of Indo Amines Europe Ltd. & Indo Amines America LLC.**
- **Prepare and Review data for RODTEP Return.**
- **Review 15CA, 15CB and 26QB prepared by subordinate.**

2. SHRIRAM CHEMICALS.

NARIMAN POINT, MUMBAI.

Working periods: - (01-02-2014 to 30.11.2023)

Designation : - SR. ACCOUNTANT.

JOB RESPONSIBILITY:

- **Maintaining Books of Account.**

- **Preparation & Submission of E- Income Tax Return & E-TDS filling.**
- **Preparation of GST Invoice, High Seas sales and Bond Transfer Documents under GST.**
- **Preparation & Submission of TRAN-1, GSTR-1, AND GSTR 3B as per GST Act**
- **Preparation & Submission of E-way Bill and E Invoice.**
- **Preparation & Submission of GST Annual Return.**
- **Attending GST issue in GST department.**
- **Preparation & Submission of VAT & SERVICE TAX Return.**
- **Assisting Income Tax audit & VAT Audit of Company.**
- **Preparing the scrutiny documents and representing in Income Tax Assessment proceedings.**
- **Preparing the VAT assessment documents and representing in VAT Assessment proceedings.**
- **Finalizing Profit & Loss A/C and Balance Sheet.**
- **Payment of GST, Professional Tax & customs.**
- **Fund management of the company.**
- **Preparation of excise Invoice & Maintaining RG 23 for Importer, Dealer & Manufacturer.**
- **Preparation and E- Filing of Excise Return of Importer, Dealer & Manufacturer.**
- **Preparation and E- Filing of Form 15 CA for foreign payment.**
- **Payment and filing of 26 QB TDS.**
- **Preparation & Submission of Letter of Credit documents with Bank.**

3. J R DAVDA & ASSOCIATES

CHARTERED ACCOUNTANTS

Working periods :- (01-07-2009 to 30-04-2011)

Designation : - Article Assistant.

Working Periods :- (01-12-2011 to 31-01-2014)

Designation: - Account & Audit Executive

4. A B SHAH & CO

CHARTERED ACCOUNTANTS

Working periods :- (01-10-2007 to 30-06-2009)

Designation : - Article Assistant.

<u>JOB RESPONSIBILITY</u>:

- **Maintaining Accounts of Clients**
- **Preparation & Submission of I.T. Return.**
- **E- Income Tax Return & E-TDS filling.**
- **Preparation & Submission of VAT & SERVISE TAX Return.**
- **Income Tax & VAT Audit of Company.**

- **Tax Audit of corporate and non-corporate clients. Advising on the tax issues and tax savings on all tax reforms, including periodical filing of Income Tax and Service Tax. Preparing the scrutiny documents and representing in Income Tax Assessment proceedings.**
- **Internal Audit of Desmi Equipments Pvt Ltd. Thane and other corporate and non-corporate clients.**
- **TDS, Service Tax calculation & return filing of corporate and non-corporate clients.**
- **Statutory Audit of Co-Op Bank.**
- **VAT Audit Neogen Chemical Ltd Thane.**
- **Accounting work including data entry, preparation and finalization of Financial Statements & Projected Balance Sheet and Profit and Loss Account.**
- **Finalizing Profit & Loss A/C and Balance Sheet.**

LANGUAGE KNOWN:

- **English, Hindi, Marathi.**

STRENGHTNESS:

- **Positive attitude, Sincere, Composed, Approachable and Adaptable.**

INTEREST:

- **Traveling**
- **Listening to music**
- **Interact with people**

KEY AREAS:

- **Good Administration and Strong inclination to learn new areas.**

PERSONEL INFORMATION:

D.O.B. : 06-03-1987

Marital Status : Married.

Nationality : India

Reference:- Available on request.

DECLARATION: All the above furnished information has been true to the best of my knowledge and belief.

Place:

Date:

(RAHUL DASHRATH BHOR)