

ABDUL HASEEB HUJEFA CHAROLIA

Semi Qualified CA, B Com and Master In finance

Phone 9833803556

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Professional Summary

Company	Role/ Department	Year
A.T Jain & Co Mumbai, Maharashtra	Manage Audit and Assurance	June 2021 to December 2023
YKC & Co	Indirect Tax and Audit	April 2024

Experience Summary

Statutory Audit, Tax Audit and Stock Audit

- Inspect financial documents to ensure accuracy
- Analysing and securing financial data for organisations
- Inspecting company accounts and financial systems
- Verification of Transaction and Balance for Expression of opinion in accordance with applicable Accounting Standards.
- Preparation of Draft Report under CARO, 2003 and Audit Report.
- Finalisation & submission of Income Tax Return Filling

Roles and Responsibilities

- Validating the integrity of an organization's processes, systems, and information.
- Reviewed customer accounts to identify and resolve irregularities.
- Providing advice and consultation to business leaders on risk management.
- Analysing financial data and assessing reporting systems.
- Ensuring compliance with laws, regulations, and internal policies.

Skills

- Financial Management
- Financial records review
- Cash Flow analysis
- Financial Reporting
- Bank Reconciliation
- Return Filling Expertise

IT Skills

- Expertise in Microsoft Office (Word, Excel, Power Point)
 - Knowledge of SAP (Business One and AHNA) and Tally (ERP and Prime)
 - Knowledge about government Websites
 - Knowledge about Winman TDS and Spectra GST.
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Professional & Academic Qualifications

Qualification	College	University	Remark
B Com	Malini Kishor Sanghvi College Juhu	Mumbai University	Passed in 2019
CA Inter Both Group	ICAI	ICAI	Passed in 2023
Masters in Finance	Jain University Ahmedabad	Ahmedabad University	Passed in 2024
US CPA	US	Beckers University	Pursuing
Direct Taxation Course	Certification Course	Henry Harvin Delhi	Passed in 2022

Other Interest

- Reading
- Travelling

Personal Details

- DOB 20-01-1999
- Nationality Indian
- Marital status Single
- Language Knows English, Urdu, Hindi, Gujarati
- Parent Address Jogeshwari West, Mumbai, Maharashtra