

Saurabh Kadav. DOB- 29ThJuly 1996

To pursue dynamic career with organization of repute which gives value addition to organization as well as offers opportunity to enhance professional skills while getting a high level of satisfaction.



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Ambernath (East).Thane .Mumbai.

PROFESSIONAL CREDENTIALS

Chartered Accountancy (India) ICAI *Course*

- CA -IPCC Both Group Cleared (52.57%) May- 2016
- CA-CPT (70%) Dec-2014

ACADEMIC CREDENTIALS

- M.Com.-Dec 2020 , Mumbai University -Distn
- B.Com.- April 2017, Mumbai University -Distn
- HSC-Feb 2014, Maharashtra State Baord - 83.85%
- SSC-Mar 2012, Maharashtra State Baord - 95.06%

COMPUTER PROFICIENCY

- Advanced IT Certification Course Cond by ICAI
- Finacle, Spectrum,& IRIS software knowledge
- Proficient in MS Office- MS Excel, Tally ERP.

PROFESSIONAL TRAITS

- Hardworking
- Sincere to learn
- Focused with strong work ethics

LANGUAGES

English

Hindi

Marathi

Gujrati

English	■	■	■	■	■
Hindi	■	■	■	■	■
Marathi	■	■	■	■	■
Gujrati	■	■	■	■	■

INTERESTS

Music

Dance

Gyming & Yoga

WORK EXPERIENCE

○ Officer Operations

Saraswat Co-operative Bank LTD. (Multistate)

-Ulhasnagar Branch (Oct 2021 To Current)

- ✓ Branch TDS,GST
- ✓ CASA A/c Opening (ACOP),Clearing Operations
- ✓ Loan Documentation & Processing (ROLS)

○ Taxation Analyst

RAMA Group,Corporate Audit & Tax Firm

-Andheri (Feb 2021 To Sep 2021)

- ✓ GST Audit, GST returns filings.
- ✓ Tax Audit, A/c Finalization ,ITR filings.
- ✓ PTRC-EC,ESIC,TDS Tax Compliance

○ CA-Article Associate

Jignesh Dedhia & Co. LLP Chartered Accountants,

-Dombivli (Aug 2016 To Aug 2019)

- ✓ Tax audit & Statutory audit of firms & private co's
- ✓ Income tax return filings, TDS, Advance Tax
- ✓ GST, Service Tax & VAT Returns filings
- ✓ Handled Income Tax Notice Cases
- ✓ Assisted In Certification Matters
- ✓ Accounting & Data Entries In ERPs

○ Accounts Executive

M .P .Pvt. Ltd

-Ambernath (May 2012 To Mar 2014)

- ✓ Accounting & Data Entries
- ✓ Import-Export Documentation
- ✓ TDS,GST & Statutory Compliance
- ✓ Co-ordination with Auditors &CS
- ✓ Assisting in Finalization Of Accounts.