



HITESH KOTWANI

Associate Chartered Accountant (M. No. 54688)

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Al Fahidi street Bur Dubai, Dubai, U.A.E.

Objective:-

To be a part of an organization where I can grow in terms of knowledge, skills and attitude and put to an effective use my analytical abilities and professional competence in the areas of accounting, auditing & strategic budgeting, so as to align self development with organizational development.

Professional Experiences:-

Senior Associate (Vat & Audit) • Kothari Auditors & Accountants, Dubai • (March 2018 – Present)

VAT Compliance:-

- Verifying documentation and computation of tax obligation.
- Investigating potential miscalculation or deliberate fraud.
- Reviewing balance sheets accounting records and profit & loss statements.
- Ensuring constantly evolving tax laws are adhered to at all times.
- Filling of periodic returns under UAE VAT regime as well as preparation of Vat compliance reports.

Audit & Accounting Compliance:-

- Performing financial audits to ensure that financial statements are fairly presented.
- Performing test of internal controls to ensure effectiveness.
- Preparing management reports on audit findings regarding the state of the company's record keeping systems and financial health.
- Providing constructive recommendations for improvements.

Associate.BSR & Co. LLP, Mumbai (May, 2016 to Feb, 2018).

- Audit Of banks, trusts, N.G.O. govt. organizations & schools Covered under Section 80 G &12AA.
- GST related assignments such as registration, migration, return filling and transitional credit filling. Commercial compliance related aspects covering (registration & renewal to return filling) of various laws such as Trademark Act, FSSAI Act, Shop & Commercial establishment act, ESI act etc.
- Preparing of project reports (CMA Analysis) for bank borrowing subsidized or mortgaged schemes.
- Accounting exposure (Tally & Busy software) of service sectors (Transportation, Courier Agencies etc.)
- Income tax returns filling & responses of department proceedings & constitution Of LLPs.

Auditor • BSR & Co. LLP, Mumbai, Chartered Accountants (Oct-2012 – Oct-2015)

- Preparing comparative monetary analysis (CMA) reports.
- Computation and Finalization of the Income Tax Provision & returns.
- Well advertent with direct and indirect taxation matters involving return filling, contemplating compliance related matters, updating with regular amendments and representing clients before authorities.
- Preparation and filing (including e-filing) of required forms and returns with respective authorities.

Education:

- Financial Analysis Program with EY (pursuing).
- Diploma in IFRS accredited by ACCA in May, 2019
- Chartered Accountancy (ICAI) in May 2017 with distinction marks in 5 papers.
- Company Secretary in February, 2017. (62.36%)
- Master in commerce (MLSU, Udaipur) in May, 2017. (57.65%)
- Bachelor in commerce (MLSU, Udaipur) in May, 2014. (77.67%)
- Senior secondary (RBSC) in May, 2011. (82.48%)
- Secondary (RBSC) in May, 2009. (87.67%)

Achievements & Certifications:

- Best presentation award on “Artificial Intelligence” conducted at ITT training.
- Pursued “DIP IFRS” Course accredited by ACCA.
- Best essay reporting on water conservation conducted at SIRT, Udaipur.
- Silver medal at Commerce Olympiad, 2010 conducted at Udaipur.
- Successfully conducted ICAI’s AMCS, GMCS etc. & ICSI’s trainings.

Core Competencies:

- Audits & financial reporting
- Tax accounting & compliance
- Compliance with accounting standards
- Technologically adaptable (software like tally, Peachtree, KFRS, Genius, case ware etc.)
- Team work, responsible, adaptable, good written communication, quick learner, self-motivational, responsible.

Personal Profile:

Nationality : Indian
Passport number : P7485080
Date of Birth : 13/09/1993
Marital status : Single
Languages known : English & Hindi
Reference : Will be readily furnished upon request.

Appreciation Food:-Always believe in learning, irrespective of concerned peer's position.