

ANSUL KARANWAL

PROFIL: -

Finance and Accounts Professional, with more than 15 years of progressive work experience in varied filed of Accounting Trustworthy, ethical and committed to superior quality services confident in all areas of work especially in development projects.

Key competencies

- Financial
- Accounting
- Financial Planning
- Legal Compliances
- Audit
- Administrations
- Income Tax

PROFESSIONAL QUALIICATION:-

- Completed Chartered Accountant course (CA Inter) (PE-II) in Jan'2005
- Post Graduate Diploma in Business Administration from H.N.B. Garhwal University Srinagar, 2002 secured at 68.28 Percent.
- One Year Diploma in Computer Software from Lok Kalyan Samajik Sansthan Dehradun.
- 250 Hours course in Information Technology towards fulfillment of requirement for Chartered Accountant Program, from NIIT Dehradun.
- LLB form HNB Gharwal University, Srinagr (2017)

ACADEMIC QUALIICATION:-

- M.Com. From H.N.B. Garhwal University, 2004
- B.Com. From H.N.B. Garhwal University, 2001
- Intermediate with Commerce from Asha Ram Vedic Inter Collage Vikasnagar, Dehradun year 1998. (UP Board).
- High school with commerce from Govt Degree collage Dakpathar, Dehradun year 1996, UP Board.
- LLB (Bachelor of Low) Gharwal University, 2017

ADDITIONAL QUALIFICATION:-

- One year Computer Diploma Course with Accounting software

PARTICIPATION IN TRAINING:-

- Participated in training on "Financial Management and Audit" provided by IFAD, New Delhi (July 2011)
- Participated in training on "Management Development Programme on Analysis of Financial Statement" provided by National Institute of Financial Management, Faridabad, Haryana (Nov 2012)
- Awarded certificate on Accounting Technician form ICAI, Kanpur (2009)

WORKING EXPERIENCE

- ✓ **Working as an Asst. Manager Finance in Uttarakhand Gramya Vikas Samiti,ILSP Dehradun from (July 2013 to Dec 2021)**

Responsibilities are:

- Preparation and allocation of annual work budget.
- Keep the all Records of the Books and files as per the requirement of the accounts department.
- Compilation of monthly PF data and submit return to EPFO office.
- Human Resource aspects relating to finance and accounting functions
- Preparation of Service tax return filling accordingly.
- Preparing & maintaining all accounts books in customized Tally and handling Bank and Inter branches reconciliations.
- Preparation of a broad framework of the accounting system and monitor compliance:
- Ensure necessary but efficient checks and balances for funds transfers to divisions for meeting management expenses and project implementation expenditure as per the F & A rules.
- Providing support during internal and external audit and ensure that appropriate measures are taken to address audit findings and recommendations.
- Preparation and implement a suitable financial reporting system considering the size, diversity and needs of the Project, Government, lenders and the stakeholders for facilitating the project management
- Preparing monthly / quarterly financial reports and timely submission to management.
- Maintained and updated all accounts books of head office also handled Annual returns of tax and all tax matters.
- Deal Administrative work like Hotel booking, Vehicles hiring, Meeting work Shop arrangement, Checking TA DA bills & Logistic work etc.
- Performing all other task assigned by the management time to time.
- Maintain of TDS Certificates.
- Coordination with store and personal department for all the account related working as inventory system etc.
- Ensure compliance of regulatory guidelines and generally accepted auditing standards.
- Survey operations to ascertain accounting needs and to recommend, develop, and maintain solutions to financial problems.
- Any other tasks assigned by the management.

- ✓ **Worked as an Account officer (finance & Accounts) in JAIPRAKASH ASSOCIATES LIMITED (Cement Division), Rewa (MP) from (Feb 2006 to Feb 2009)**

Responsibilities hold:

- Maintaining Accounts & Inventory
- Filling of sales tax returns & all statutory matter's related to sales i.e assessment etc.
- Liaised with bankers, insurers and solicitors regarding financial transactions
- Dealing With DIC, PF, ESI, Factory Acts.
- Planning & Forecast for Demand &Supply.
- Preparation of MIS Report for Head office.
- Costing Of Raw Material For Finished Goods
- TDS Deduction on Various Payments.
- Controlling of outstanding & Debts Recovery
- Prepared weekly confidential sales reports for presentation to management.
- Filling Of Service tax & TDS Return & Challan
- Collection & Issued of form 'C' and form '16' from party.

✓ **Worked as an Article in M/s N. Kumar Gupta & Asso, Dehradun, Uttarakhand from (Feb 2005 to Feb 2006)**

Responsibilities hold:

- Prepare, examine, and analyze accounting records, financial statements, and other financial reports to assess accuracy, completeness, and conformance to reporting and procedural standards.
- Compute taxes owed and prepare tax returns, ensuring compliance with payment, reporting and other tax requirements.
- Analyze business operations, trends, costs, revenues, financial commitments, and obligations, to project future revenues and expenses or to provide advice.
- Report to management regarding the finances of establishment.
- Establish tables of accounts, and assign entries to proper accounts.
- Develop, maintain, and analyze budgets, preparing periodic reports that compare budgeted costs to actual costs.
- Develop, implement, modify, and document recordkeeping and accounting systems, making use of current computer technology.
- Prepare forms and manuals for accounting and bookkeeping personnel, and direct their work activities.

✓ **Worked as an Accountant & Audit Assistant M/s Saurab Kishan & Co., Dehradun from (June 2002 to Jan 2005)**

Responsibilities hold:

- Execute audit assistant functions to check the accuracy of accounting systems and procedures.
- Review, assess and recommend changes in accounting systems and controls of a business unit.
- Verify and inspect accounts receivable and payable ledgers and general ledger for its accuracy.

- Check, inspect and reconcile bank deposits and payments.
- Inspect, test and assess software and hardware systems for its failure.
- Check all accounting and clients' databases are updated and functioning properly.
- Study, inspect and assess, budgets, balance sheets and other related financial statements and records.
- Review and recommend changes in internal audit controls.
- Check and verify accounting books and records are in conformity with industry practices and corporate policies.
- Ensure compliance of regulatory guidelines and generally accepted auditing standards.

PERSONAL DETAILS

Date of Birth : *****
Gender : Male
Father's Name : Shri Radhey Shyam Karanwal
Marital Status : Married

(Ansul Karanwal)

Place: Dehradun
Date: 16-dec 2022