

## CONTACT

### SHIVAM SINGH

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135k/1d Beniganj Allahabad



## OBJECTIVE

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To enhance my professional skills, capabilities and knowledge in an organization which recognizes the value of hard work and trusts me with responsibilities and challenges.

## EXPERIENCE

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*March 2016 - March 2018*

- **R.C. Agarwal & Co.**

Article Assistant

I was worked as an article trainee and work in various feild such as -

- Audit of companies
- Individual Tax Filing and Tax audit
- Book keeping and finalisation of final account
- Concurrent bank audit

*March 2015 - March 2016*

- **Hari Gupta & Co.**

Article Assistant

I was worked as an article trainee and work in various feild such as -

- Audit of companies
- Hospital Audit
- Hotel Audit
- School Audit
- Individual Tax Filing and Tax audit
- Concurrent bank audit and Statutory bank audit
- Book keeping and finalisation of final account

## EDUCATION

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*DUE*

- **ICAI**

C.A. Final

*2019*

- **Subharti University**

M.Com

69.05

*2016*

- **ICAI**

CA - IPCC II

52.33

*2014*

- **Allahabad University**

B.Com

60.32

2013

- **ICAI**  
CA - IPCC I  
53.75

2011

- **Bishop Jhonson School & College - ISC**  
12th  
70.40

2009

- **Bishop Jhonson School & College - ICSE**  
10th  
69.80

## SKILLS

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- Freshers
- • Good Communication Skills • Reliable working (Team Leader) • Self-Motivation with high energy level • Good Knowledge of Accounts(Ind AS), Finance, Tax and laws.
- Working knowledge of MS Office specially - • MS Excel, • MS Word and • MS Power Point. Working knowledge of Various other software like • Tally

## ACHIEVEMENTS & AWARDS

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- Allahabad highest marks holder in CA Inter Law - i was got 72 marks.
- School Topper in Account in class 12th ISC Board Examination - i was got 88 marks.

## LANGUAGE

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- English and Hindi

## INTERESTS

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- Motivational Public Speaker
- Part time home tutor
- playing Outdoor games like cricket
- Listening Songs
- Cooking
- Interested in social working

## ADDITIONAL INFORMATION

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1. Certificate course organised by ICAI
2. Information Technology Training - 2014
3. Orientations Program - 2014
4. Advance Information Technology Training - 2018
5. Management & Communication Skills - 2018