

CA DEEPAK ANAND

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Sir / Ma'am,

Ref: An opportunity to be a part of your esteemed organization

I am currently seeking an appointment and writing to enquire whether someone with my background, experience and qualifications can be of interest to you.

After qualifying as a **Chartered Accountant** in November 2015 and with an experience of 5 years, I am currently holding a position of **Manager in BDO India LLP, Bangalore**. I understand that working for your organization requires a candidate who is skilled, organized and team oriented. My goal is to transmit my enthusiasm, creativity, expertise and knowledge to add value to the organization. I am very confident that I possess a trait of working in a challenging business environment to make value additions to the organization and work in a team while developing best practices using innovative ideas and methods.

Given a chance, I shall prove myself utilizing my potential, skills and add value to the organization as well as to myself. It would be my pleasure if you could have a look at my attached Curriculum Vitae. Further it would also be very kind of you if you could spare some time so that we can meet virtually or in person to evaluate your needs and share my ideas.

Thanking You,

Assuring you of my best services at all times.

Yours sincerely,

CA Deepak Anand

Encl: Curriculum Vitae

PROFESSIONAL PROFILE

An accomplished professional with a proven track record of serving a diverse clientele coupled with an extensive experience in the taxation arena. Possesses a staunch commitment to meet the challenging deadlines and support the business goals. With an established ability to assess and manage the complex obstacles - regarded as a strong troubleshooter.

WORK EXPERIENCE

BDO India LLP

Manager	Apr '19 till date	Asst. Manager	Apr '18 to Mar '19
➤ Leading, coordinating and managing the team		➤ Execution of GST audits	
➤ Representations before Adjudication and Appellate Authorities		➤ Litigation support under State VAT and Service Tax laws	
➤ Regular interactions with the existing clients and also meetings with the prospective clients		➤ Opinion under FTP, Customs, SEZ laws	
➤ Constant monitoring of team's performance		➤ Training to the client's stakeholders as well as to the team	
➤ Engaged in the discussions of managing the team and achieving the desired targets		➤ Evaluating the business structuring options for a new entity setup	
➤ Exploring the possible business opportunities		➤ Review of team members' assignments	

BDO India LLP

Sr. Associate	Apr '17 to Mar '18	Associate	Feb '16 to Mar '17
➤ GST implementation support and assistance in transition from earlier indirect tax laws		➤ Retainership support under Central Excise, Service Tax and VAT laws	
➤ Replies and submissions before various Departmental Authorities		➤ Regular on-call and e-mail advisories	
➤ Preparation of appeals' submissions including case research and grounds for argument		➤ Handling registrations and tax refund applications	
➤ Assistance in obtaining the Duty credit scrips		➤ Conduct and preparation of Tax Due Diligence Reports	
➤ Drafting of Tax Memos/ Opinions for client specific issues		➤ Preparation of monthly newsletters and sessions on model GST laws	

Major clients handled:

Client Name	Industry	Area of exposure
Mphasis Limited	Software and hardware (Service)	➤ Retainership support including regular advisory ➤ Audits under State VAT laws ➤ Litigation support under State VAT laws

Hewlett Packard (HP) Group	Computer and hardware (Mfg.)	<ul style="list-style-type: none"> ➤ GST Audits and Reconciliations ➤ Verification of contingent liabilities and provisions
Chicago Mercantile Exchange (CME) Group	IT and ITES (Service)	<ul style="list-style-type: none"> ➤ GST transition and implementation support ➤ Service Tax, VAT, GST and STPI compliances ➤ Assistance in obtaining GST and Service Tax refunds ➤ Assistance in Departmental Audits
BMTC	Passenger Transport (Service)	<ul style="list-style-type: none"> ➤ GST retainership and litigation support ➤ Finalization of GST annual compliances
Surfa Coats	Paints (Mfg.)	<ul style="list-style-type: none"> ➤ GST transition and implementation support ➤ Stakeholders' training on GST laws and queries
Continental Automotive	Automobile (Mfg.)	<ul style="list-style-type: none"> ➤ Reply to Show Cause Notice under Customs laws ➤ Opinion on Debonding issues and other advisory
Jamcracker Technologies	Software (Service)	<ul style="list-style-type: none"> ➤ Representation before the Appellate Tribunal ➤ Representation before Adjudication Authorities
Others	---	<ul style="list-style-type: none"> ➤ Feasibility analysis for different entity structures ➤ Assistance in obtaining MEIS scrips ➤ Opinion on issues involved in Real Estate Sector ➤ Assistance in obtaining Advance Ruling Orders ➤ Assistance in setting up a new SEZ and STPI unit

Vishnu Ram and Co.
Article Assistant

Sept '12 to Sept '15

Assignments handled:

- Statutory Audits, Tax Audits and VAT Audits
- Preparation of Financial Statements of Companies
- Drafting of minutes of the Board Meetings and Shareholders' Meetings
- Secretarial Compliance works with the Registrar of Companies
- Preparation of income tax computations and filing of respective returns
- Audit of an educational institution (Trust)
- Incorporation and closure (FTE) of Companies

Major clients handled:

Client Name	Industry	Area of exposure
United Breweries (UB) Group	Beverages (Mfg.)	<ul style="list-style-type: none"> ➤ Reporting on Corporate Governance ➤ Certification on Service Tax refund claim ➤ Certification on foreign remittances (Form 15CA/CB) ➤ Closure formalities of affiliate companies

Café Coffee Day	Restaurant (Service)	<ul style="list-style-type: none"> ➤ Audits under KVAT Laws ➤ Other VAT related matters
Antares Systems	Software (Service)	<ul style="list-style-type: none"> ➤ Drafting of minutes of meetings ➤ Secretarial filings with Registrar of Companies ➤ Oversaw the policy and expenditure on CSR
Bio-gen Extracts	Pharmacy (Mfg.)	<ul style="list-style-type: none"> ➤ Submissions for VAT assessments before department ➤ Audits under KVAT Laws

CORE SKILLS

- Capability to lead and train the fellow teammates and to provide a conducive atmosphere.
- Apprehending positive things from any given situation.
- Always keen on creating a standout performance and to set a benchmark.
- Adept at inter-personal skills and better time management.

QUALIFICATIONS

Year	Course	Name of the Institution	Performance
Nov, 2015	CA (Final)	Institute of Chartered Accountants of India	53.75%
May, 2012	CA (IPCC)	Institute of Chartered Accountants of India	57.86%
June, 2011	CA (CPT)	Institute of Chartered Accountants of India	69.50%
July, 2014	B.Com	Bangalore University	71%

ACHIEVEMENTS

- Speaker at GST seminars conducted by Bellary, Trichur and Udupi Branches of ICAI.
- Appreciations from different clientele for rendering the prompt on-time deliverables.
- Substantial upward trend in the employment profile in a short span of time.

EXTRA CURRICULAR ACTIVITIES & INTERESTS

- Volunteer at Yuva Brigade.
- Weekend training sessions and lectures to CA and CS Foundation students.
- Reading books, knowing the ancient history, watching movies and solving the rubix cube.

PERSONAL DETAILS

Date of Birth: 01st October 1993
 Father's Name: Anand Poojari H
 Nationality: Indian
 Languages known: English, Kannada, Tamil, Hindi