



# Arun Velani

Chartered Accountant



## Contact

### Address:

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## Skill Highlights

- Taxation
- Audit
- Regulatory compliance
- Project management
- Budgeting and forecasting
- Strong decision maker
- Complex problem solver
- Service-focused

## Technical Skills

- SAP (SBO),
- Tally ERP9,
- MS Office,
- Advance Excel,
- Tax Return Preparation Software

## Languages

English, Hindi, Gujarati, Marathi

## Summary

Chartered Accountant with 10 + years of experience in accounting & auditing, Highly-motivated, deadline-committed, goal-driven. Looking for an opportunity in a fast growing company to build out best accounting practices and make accounting a competitive advantage within the organisation.

## Experience

**General Manager** - 08/2014 to Present

**T Bhimjyani Realty Pvt Ltd, Mumbai**

- Preparation of Statutory accounts including consolidation of Group Companies and their Subsidiaries.
- Arranging Audit, Liaison with Statutory & Internal Auditor.
- Preparing MIS for Management as well as for Financial Institutions.
- Scrutinize financial reports and statements in order to identify opportunities and capitalize on savings through the advantageous use of tax planning.
- Monitoring the process & formulate policies to perform cost cutting measures.
- Manage and review works to ensure accuracy and completeness.

**Asst. Manager** - 11/2009 to 07/2014

**Pegasus Assets Reconstruction Pvt. Ltd. (1<sup>st</sup> ARC in Private Sector), Mumbai**

- Preparing & Finalising Annual Accounts of Companies and their more than 40 ARC Trusts
- Arranging Audit of Accounts, Liaison with Statutory & Internal Auditor / Tax Consultant & Follow up on Audit Observation.
- Preparing & Filing Monthly as well as Annual Returns. Looking after all the Statutory Compliance.

**Asst. Manager & Article Trainee** - 10/2001 to 02/2009

**VAIDYA & CO. (Chartered Accountant Firm), Mumbai**

- Conducting Tax Audit, Internal & Statutory Audits, ROC Compliance work of all the clients.
- Preparing & Filing Monthly as well as Annual Returns.
- Preparing, drafting and Attending Scrutiny proceeding before Income Tax Authorities.

## Education

- **Chartered Accountant**, Institute of Chartered Account of India – 2011
- **Govt. Dip. in Cooperation and Accountancy** – Maharashtra Govt. – 2004
- **Bachelor of Commerce**, University of Mumbai - 2001