

Shah Kinjal Kamleshkumar

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Career Objective

To obtain a responsible position with continued advancement in the area where I can learn more and contribute at the same time to extend my professional maturity.

Professional Qualification

Qualification	Institute	Group	Year
C.M.A. (C.W.A) – Inter	ICMAI	Group – I	Dec-2017
		Group – II	Jun-2017
C.M.A. (C.W.A) – Final	ICMAI	Group – III	Dec-2018
		Group – IV	Dec-2018

Academic Qualification

Degree	Board/University	Year	Percentage
SSC	GSEB	2011	87%
HSC	GHSEB	2013	82%
B.Com	GUJ. UNI	2016	70%

Professional Overview

- ❖ A dynamic professional with experience of 1 years in Finalization of Accounts, projection for finance arrangement and Direct & Departmental P&L for hospital industry.
- ❖ Prepared documentation and working for deduction under hospital industry under Income Tax Act, 1961.
- ❖ Have worked as active team member on various activities which includes quarterly financials and direct tax returns.
- ❖ ***Presently working as a Executive Accountant in Finance & Accounts department in CIMS Hospital***
- ❖ Possess excellent communication, presentation and interpersonal skills

Work Experience

Employer: CIMS Hospital Pvt Ltd
Position: Executive Accountant - Finance
Duration: since 20th June, 2019

Responsibilities Undertaken

- ❖ Handling timely finalization of accounts and preparing quarterly Departmental P&L with notes along with audit of a company having turnover of more than 200 crores.
- ❖ Preparing projected profit & loss with Balance sheet and Cash-flow for the next five/seven years.
- ❖ Assisting in preparation of filling of income tax return and ensure timely completion of Tax Audit.
- ❖ Maintaining fixed assets register along with physical verification of hospital.
- ❖ Booking expenses related to admin & timely payment
- ❖ Handling timely finalization of accounts and preparing yearly balance sheets with notes along with audit of a CIMS Foundation.
- ❖ Preparing Stock statement for Mail to Bank-monthly basis within 10 days of completion of month

Achievements

- ❖ Secured 4th rank in CMA – Final exam in Ahmedabad.
- ❖ Published my achievement in reputed newspaper and also telecast same in news channel.

Articleship Exposure

Organisation: Cadila Healthcare Ltd

Duration : Jan-2018 to Jul-2018

Project and Internship Details

- ❖ Basic knowledge of SAP
- ❖ Hands on Experience of MS Excel and it's various formulas
- ❖ Product Costing of Existing and New Product
- ❖ Evaluation of Material Usage Variance, Price Variance of Material Consumed as per BOM with Actual Consumption
- ❖ Analysis of GC statement
- ❖ MRP related task
- ❖ Cost Audit related task
- ❖ Physical stock verification during stock audit

Computer Proficiency

- ❖ Completed 100 Hours Computer Training conducted by ICMAI.
- ❖ Conversant in MS-Office, Windows & Internet Applications.

Personal Detail

Name : Kinjal K Shah
DOB : 14th July, 1996
Gender : Female
Marital Status : Married
Nationality : Indian
Hobbies : Music, Badminton
Languages Known : English, Hindi, Gujarati

Declaration

I, hereby declare that the above statements made are complete and true to my Knowledge and belief.

Date:

Place:

Kinjal Shah