

Sourav Bansal

C-3, VK Residency Mohammadpur

Mazri, New Delhi-110081

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Dear Sir / Madam

Sub: Appropriate Career Opening In Your Esteemed Organization

I take this opportunity to introduce myself as a Commerce Graduate from the Delhi University- School of Open Learning and a semi-qualified Chartered Accountant (CA-Inter) under The Institute of Chartered Accountants of India (ICAI).

I understand that your organization operates in a professional, dynamic and vibrant environment. I am absolutely sure that there would be extremely challenging and growth oriented career opportunities existing in your organization. All this positively motivates me to explore an appropriate opening with your good self.

I am enclosing my Curriculum Vitae herewith for your kind perusal. I am looking forward for an opportunity to meet your good self and exploring possibilities further.

Thanking You,

Yours faithfully,

Sourav Bansal

Encl: Curriculum Vitae

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Phone: +91-8950581948

Communication Address:

C-3, VK Residency,
Mazri New Delhi-
110081
Delhi

Personal Information

Father's Name : Sri Ajay Bansal
Date of Birth : 19th June, 1997
Sex: Male
Nationality: Indian
Marital Status : Unmarried
Languages: English & Hindi
Hobbies : Reading Book, playing Cricket,
Music, Surfing Internet

A Semi-qualified Chartered Accountant, diligent and sincere, looking for an opening in a fast paced, growth-oriented organization, to carve out a responsible position where I can utilize my skills and concomitantly develop new ones. I would like to work in an environment, which helps me grow as an individual and improve my self in every sphere. I look forward to enjoying whatever I do, be it work or leisure.

Education:

C.A.:

IPCC (Inter), May 2018, Percentage – 50.75%

CPT, Dec 2015, Percentage – 54.50 %

B.Com:

Delhi University

School of Open

Learning

Percentage –55%

Higher Secondary (Class XII):

Triveni Memorial Sr. Sec. School

Bahadurgarh,

Haryana-124507

Year- 2015

Percentage –81.6%

Secondary (Class X):

Adarsh High School

Bahadurgarh,

Haryana-124507

Year- 2013

Percentage – 81.2%

Computer Skills:

- Basic Computer Course from ICON with A++ grading.

ARTICLESHIP EXPERIENCE

DK Pandey & Associates

Period: From September, 2017 to September, 2020

During my articleship, I gained exposure in Statutory Audit, Internal Audit, Stock Audit, and Tax Audit while conducting audit of some well-established corporates like:

- ☐ **Audit of:**
 - ☐ Chanakya Education & Training Pvt. Ltd.
 - ☐ Sanjose Infrastructure India Pvt. Ltd.
 - ☐ MAIT (Co-operative Society)
 - ☐ Konark Ayurveda Pvt. Ltd. (Exporter)
- ☐ Audit of Schools, Charitable Institutions, and Educational Consultant Institutes & Trading concerns. etc.
- ☐ Provided Consultancy regarding Income Tax matter and Company related matter.
- ☐ Filing returns of T.D.S., Income Tax, Service Tax for various clients.
- ☐ RoC works – Filing, Documents Preparations etc.
- ☐ Individuals Accounting & Income Tax Returns.
- ☐ Works related to shares trading computation and calculations for their taxation.

(Sourav Bansal)
Place: New Delhi