



Resume

CMA Veer Singh

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Mobile: 9315572953

Residence: New Delhi-110084

Professional Qualification		
Board/University	Degree/Certificate	Year of passing
ICMAI	Final (Group III & IV) (Exemption in Indirect taxation and cost and management audit)	December 2024
ICMAI	Intermediate (Group I)	December 2021
ICMAI	Intermediate (Group II)	June 2023
ICMAI	Foundation	December 2020

Educational Qualification		
Board/University	Degree/Certificate	Year of passing
IGNOU	Bachelor of commerce	2022
CBSE	12th	2019
CBSE	10th	2017

Industrial Training Experience (1 year 4 months from REC Limited and 8 months from a CA firm)



REC Limited (Corporate Office-Gurugram) (A Maharatna enterprise under the administrative control of the Ministry of Power)

Divisions worked with:

GST Division	Pay and Accounts Division	Loan Division
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Area of work
<ul style="list-style-type: none"><li><b>GST Compliance &amp; Reporting:</b> Ensured timely and accurate submission of <b>GSTR-3B</b> and <b>GSTR-7</b> reports in compliance with GST regulations.</li><li><b>Tax Compliance:</b> Prepared and analyzed <b>GST TDS and Income Tax TDS reports</b> for <b>300+ transactions</b>, ensuring strict compliance with tax regulations.</li><li><b>Accounts Management:</b> Managed <b>accounts receivable</b> and <b>accounts payable transactions</b> in <b>Oracle ERP</b>, maintaining financial accuracy and compliance.</li><li><b>Payroll Processing:</b> Processed <b>employee payroll transactions</b> through digital interfaces, ensuring efficiency and regulatory adherence.</li><li><b>Invoice Management:</b> Raised invoices for <b>high-profile clients</b> (e.g.<b>NTPC, ICICI</b>) while ensuring compliance with taxation laws.</li><li><b>Cost Analysis: Performed cost analysis in Loan and Bonds Divisions</b> to support budgeting and optimize financial performance.</li><li><b>Tax Reconciliation &amp; Audits:</b> Assisted in <b>tax reconciliation and audits</b>, ensuring conformity with statutory requirements and financial regulations.</li><li><b>MSME Compliance:</b> Processed and monitored <b>MSME payments</b>, ensuring compliance with <b>Section 15 of the MSMED Act, 2006</b>.</li><li><b>Input Tax Credit (ITC) Utilization:</b> Availed <b>ITC</b> in compliance with <b>Sections 17(4) and 17(5)</b> of the CGST Act.</li><li><b>Financial Analysis:</b> Managed financial records and analyses the variance with comparable parameters.</li><li><b>TDS Compliance:</b> Managed <b>TDS deductions</b> under Sections 194J, 194C, 194I, and 194H, achieving <b>100% on-time issuance</b> of TDS certificates</li><li><b>Cost accounting: Applied cost accounting techniques</b> to analyze expenses, aiding in cost control, capex and opex control and financial planning</li></ul>

Soft skills
Analytical Thinking • Problem Solving • Attention to Detail • Time Management • Team Collaboration • Adaptability • Effective Communication • Leadership • Decision Making • Critical Thinking • Work Ethics • Proactive Approach • Multitasking • Strategic Thinking • Organizational Skill

Technical skills	
Accounting Software, Office tools	Oracle ERP, Tally ERP, Advance MS Excel, MS word.
Accounting & compliance	Cost accounting, Cost Analysis, Ind-AS, Companies Act 2013 and Audit compliances.
Taxation & compliance	Comprehensive GST, Income Tax compliance, Strategic cost management, FEMA and IBC Knowledge.
Reporting	Expertise in GSTR-3B, GSTR-7 and Income Tax TDS reports.

Supervision
<ul style="list-style-type: none"><li>Worked under the guidance of the GM Finance and Executive Director Finance.</li></ul>

Achievements
<ul style="list-style-type: none"><li>Consistently demonstrated strict compliance and strong teamwork skills.</li><li>Actively engaged in co-curricular activities organized by REC Limited.</li><li>Gained hands-on experience in dealing with various division for corporate compliances.</li></ul>

Strength
<ul style="list-style-type: none"><li>Strong analytical and problem-solving skills with a focus on accuracy.</li><li>Collaborative team player with excellent communication skills.</li><li>Proficient in Maintaining Accuracy and Compliance in Financial Records.</li><li>Adaptable and committed to continuous learning of new systems and processes.</li></ul>

Personal Details		
Father's Name:	Mr. Sombir Singh	(Veer singh)
Languages Known:	English, Hindi	D.O.B: 26-10-2001