

ZUHA RAHMAN F

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OBJECTIVE

To achieve excellence in accounts, audit, tax, finance and other commerce related fields and provide services to the organization at the best level through sheer dedication and smart work.

EXPERIENCE

- **BNP & Co, LLP (Chennai)**

Feb - 2020 - Feb - 2022

Article Assistant

1. Preparation of financial statements in with the Accounting Standards and computation of tax payment.
2. Preparation and filing of Form 15CA & Form 15CB.
3. Preparation and filing of GSTR1, GSTR-3B and preparation of Annual returns and Audit.
4. Internal audit report procedure and preparation of Audit Report.
5. Preparation and filing of GST Refund application.
6. TDS returns and maintenance of proper books of accounts in compliance with the standards.

EDUCATION

- **Institute of Chartered Accountants of India**

2017 - Present

CA Intermediate

- **Presidency College**

2017-2020

B.Com (General)

SKILLS

- 1. MS - Office 2. Tally ERP 9

LANGUAGE

- English
- Tamil
- Hindi
- Bengali

INTERESTS

- Cartoonist
- Drawing
- Exploring new things
- Singing
- Learning new languages

PERSONAL DETAILS

- Date of Birth : 10/10/2000

