

JITHIN PRATHAP

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CAREER OBJECTIVE

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. I would like to work in an environment, which helps me to grow as an individual and improve myself in every sphere.

CAREER HIGHLIGHTS

- Implemented internal control system in a construction company which has a Income of INR.60 crore
- Done the internal audit work of Kalyan Jewellers Private Limited which has 100 branches all over India
- Experienced in client advising and maintaining good client relationship.

SKILLS

- Ability to maintain good relationship with various stake holders
- Adaptability to different types of work and work atmosphere.
- Skilled in gathering, analyzing, summarizing, interpreting financial data / statements and preparing Financial reports.
- Willingness to take up challenges as well as the ability to work well within strict deadlines.
- Strong presentation and communication skills.

EDUCATIONAL AND PROFESSIONAL QUALIFICATIONS

CA INTER

Institute of Chartered Accountants of India
Graduated in 2019

Bachelor of Commerce (Finance)

University Of Calicut (India)
Graduated in 2013

ACCA (UK)

Currently attending

KEY AREAS

- | | |
|------------------------------|-----------------------------------|
| ▪ Statutory Audit | ▪ Budgeting and Variance Analysis |
| ▪ Internal Audit | ▪ Financial Management |
| ▪ Internal Control | ▪ Financial Statement |
| ▪ Working Capital Management | ▪ Cash Flow Management |
| ▪ VAT | ▪ Ratio Analysis |

EXPERIENCE

NAM & ASSOCIATES, CHARTERED ACCOUNTANTS, KERALA. INDIA

As Audit Manager

May 2017- Nov 2019

- Conducted various statutory audits, internal audits, tax audits, and reconciliation of financial statements and preparation of audit report with taking into consideration legal provisions, accounting and auditing standards etc.
- Draft the internal control procedure for different companies and trained the staff to use the software.
- Developed and led a team of accounting staffs for the preparation of consolidated financial statements of Lord Krishna builders (India).
- Developed an Internal control system and provided guidance to staff to prevent violation of various statutory laws.
- Developed suitable plan to avoid wastage of fund for Lord Krishna group and succeeded in persuading the management for implementing the same
- Tested the design and implementation of internal control systems in line with client's activity of business.
- Managed and supervised audit teams, including appraisal of audit team members.
- Conducted system audit and identified deficiencies in the reporting mechanism of the software system and implemented corrective actions

BALARAM AND NANDAKUMAR, CHARTERED ACCOUNTANTS, KERALA, INDIA

As Article Assistant

January 2014 – January 2017.

- Conduct Statutory Audit assignments and preparation and presentation of Financial Statements based on the Accounting Standards and Policies.
- Preparation and Presentation of Internal Audit Reports and make recommendations based on the reports
- Supervised and assisted in the statutory and internal audits of listed, private limited companies and Banks.
- Tax Audit of companies, Partnership Firms and Individuals.
- Finalization of Financial Statements, Audit reports and Recommendations
- Annual physical stock valuation in accordance with accounting standard issued by ICAI.
- Preparation and review of various reconciliation statements e.g. Bank, Cash & Stock.
- Analysis of Sundry Debtors & Sundry Creditors – Ageing, Recovery period, Balance confirmation procedures

ADDITIONAL INFORMATION

COMPUTER KNOWLEDGE

- MS Office
- Tally ERP 9.
- Completed training on information technology with Institute of Chartered accountants of India.

PERSONAL INFORMATION

Nationality : Indian
Date of Birth : 26/08/1992
Passport Number : P6438587
Marital Status : Single
Visa Status : Visit Visa till 29/05/2020
Linguistic Knowledge : English, Malayalam & Hindi