



# ROHIT SHETTY

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Sunrise Al Barsha First, Dubai



## PROFILE

Dedicated accountant with hands-on experience in GST compliance, tax management, and financial reconciliation, seeking to leverage expertise in tax handling, account reconciliation, and client service. Aiming to contribute effectively to a dynamic accounting team by utilizing strong skills in team leadership, communication, and financial analysis.

### EDUCATION

#### St.Xavier's College Mumbai.

Bachelor Degree of Commerce  
2019-2022

#### Sri Mookambika Temple Pu College.

Pre-University Course  
2018-2019

#### Sri Mookambika Public School, Golihole.

Secondary School Leaving Certificate  
2016-2017

### HARD SKILLS

- GST Compliance
- Tax Filing
- Account Reconciliation
- Ledger Scrutiny
- Transaction Recording
- TDS Management
- Financial Analysis

### SOFT SKILLS

- Public Relations
- Teamwork
- Time Management
- Effective Communication
- Critical Thinking
- Leadership

### LANGUAGES

- English
- Hindi
- Kannada

### WORK EXPERIENCE

#### Accounts Executive

Ashok & Vanraj, Chartered Accountants

1st Block, Rajajinagar, Bangalore - 560010, Bangalore  
2023 - 2024

#### Handling of GST Matters and Compliances

- GST Registration.
- Filing of GSTR-3B and GSTR-1.
- Reconciliation of ITC in GSTR-2B with Books of Account.
- Cancellation of GST Registration.
- Generation of E-Way Bill.

#### Handling of Direct Tax Matters and Compliances

- Registration in Filing Portal.
- Filing of Income Tax Return.
- Handling TDS matters and Filing TDS Returns

#### Handling Accounting and Books of Account

- Recording of Financial Transactions and Reconciliation of Accounts.
- Scrutinizing Purchases Ledgers and Account Payable.
- Scrutinizing Sales Ledgers and Account Receivables.
- Preparing Bank Reconciliation.

### ACHIVEMENT

- State-Level Competitor in Wrestling
- State Level Athlete
- State-Level Kabaddi Player

### HOBBIES

- Traveling and Cultural Exploration
- Playing Cricket
- Constant Exploration of New Ideas and Concepts