

CURRICULUM VITAE

Name: ADITI ATUL VAIDYA

Address: Flat no-16, Bldg-A2, Chintamani Nagar
Phase 3, Near Mahesh Society, Bibwewadi, Pune-
411037.

Email: aditivaidya277@gmail.com

Cell No: 9763615462/9673028026

CAREER OBJECTIVE

Seeking a position in the field of Finance in an esteemed organization that would help me expand my knowledge of the said domain and put my skills to good use.

ACADEMIC QUALIFICATIONS

EXAMINATION	YEAR	SCHOOL/UNIVERSITY	PERFORMANCE
SSC	2013	Mount Carmel Convent School, Pune	92.55%
HSC	2015	MES Garware College of Commerce, Pune	86.15%
B.Com	2018	MES Garware College of Commerce, Pune	Distinction with 72.08%
M.Com	2020	Savitribai Phule Pune University	Distinction with 79.37%

PROFESSIONAL QUALIFICATIONS

LEVEL	YEAR	STATUS	INSTITUTION
CA IPCC (Intermediate)	2018	Cleared	Institute of Chartered Accountants of India
CA CPT	2015	Cleared	Institute of Chartered Accountants of India

EXPERIENCE SUMMARY

- Worked as Accounts Payable Associate at Nielsen India Pvt Ltd for 4 months post Internship. Work Experience in SAP in P2P Domain. Handled Invoicing for Philippines region and represented for payment run of those Invoices.
- Pursued 3 years CA Internship Experience at D. R. Barve and Co., A Pune based leading Chartered Accountancy Firm started in the year 1976.
- Initially worked in the Audit and Direct Tax Department for 2 years and handled works in relation to Scrutiny of Books of Accounts and whether the books are prepared in accordance with the Generally accepted Accounting Principles. Later on worked in the Indirect Tax Department dealing with Goods and Services Tax.
- Was a part of Team conducting the audit of Mega Township and Construction Projects including the Audit Engagements in relation to Management institutes as well as clientele engaged in Manufacture, Trading/dealing in export of Engineering Jobs, Automobile products and Pharmaceuticals/Surgical Equipments.
- Previous experience with Corporate Accounting, Financial Reporting / Statement Preparation, Month-end Close, Internal Controls, and GAAP.

ADDITIONAL DETAILS

- Highly Proficient in Microsoft Excel/Office in addition to the Accounting Software Tally ERP 9.
- Thorough knowledge of Accounting & Finance, including the IFRS and IND AS.
- Basic knowledge of Stock market including the Derivatives, Futures and Options.

- Ability to file individual ITR as well as monthly GST Returns.
- Basic knowledge in relation to International Corporate Taxation in addition to the US Sales Tax and US Income Taxes.

CERTIFICATIONS/SPECIAL ACHIEVEMENTS

- Scored 99 marks in Accountancy at the HSC Final Examination.
- Certification from Savitribai Phule Pune University stating Cost&Works Accountancy as a special subject in Graduation and passed the same securing First Class with Distinction.
- Completed the Advance Integrated Course on Information Technology and Soft Skills conducted by The Institute of Chartered Accountants of India(CA Final Level) and secured 'A' Grade for the same.
- Received Certification for 'Digital Marketing' conducted by Maharashtra Center for Entrepreneurship Development (MCED) in the year 2017.

SPECIAL SKILLSETS

- Ability to cope up well with new tasks and perform the same briskly.
- Exceptional Communication skills, fond of Personality Grooming, Interpersonal Skills and Punctuality.
- Proficient Verbal and Written Communication Skills
- Ability to work successfully as a team member as well as individual contributor.
- Friendly Nature.

PERSONAL DETAILS

Date of Birth: 27th July 1997

Languages well versed: English, Marathi and Hindi

Nationality: Indian
