

Nithya Mariam Jacob *Chartered Accountant*

✉ nithya8838@gmail.com ☎ 9946231170 📍 Pathanamthitta, Kerala

📅 30 Apr 1998 👤 Female



- Freshly qualified Chartered Accountant well versed in **auditing, financial reporting, direct and indirect tax laws and preparing various statements.**
- Excellent communication, time management and organizational skills acquired by interacting with patrons in various service jobs, desirous of working in an organization that provides adequate opportunity for career development and to contribute to the success of the organization.
- Proficient in **Microsoft excel, Tally ERP** and other customised accounting software.

Work Experience

Elias George and Co., *Articled Assistant*

Oct 2018 – Sep 2021
Kadavantra, Ernakulam

- Served with a team that conducted central statutory audit of a Regional Rural Bank.
- Carried out depository participant audit of India's leading Investment Services Company.
- Led audit team in conducting Internal audit of a well known automobile dealership.
- Worked as a team member and independently handled statutory audits and tax audits of various private companies across different sectors, including manufacturing and hospitality industries.
- Performed Indirect tax audits (VAT and GST) of various entities. Advised clients in preparing reconciliation formats for the purpose of filing returns.
- Prepared income tax computation statement, filed income tax returns of companies, firms, and individuals, finalized tax audit reports and played a lead role in various tax planning and tax issues.

Education

Chartered Accountancy

Institute of Chartered Accountants of India

May 2023

Bachelor of Commerce(A&F)

Indira Gandhi National Open University

December 2020

Achievements

- Secured 5 exemptions in CA final Examination.
- School topper for classes X and XII CBSE board examination.
- Received prizes for cultural events in Encore 2019(Ernakulam ICAI's Cultural Fest).

Languages

English • Hindi • Malayalam