

PRATIKSHA BHOSALE

CONTACT

- +91 7796779318
- pratikshabhosale225@gmail.com
- Koparkhairne, Navi Mumbai
- [Pratiksha Bhosale](#)

SKILLS

- Record keeping: Maintain accurate records of GST-related transactions and filings
- Reporting: Prepare and file GST returns on time, and assist in preparing monthly and quarterly GST reports
- Audits: Handle GST audits and assessments, and coordinate with auditor.
- Compliance: Ensure compliance with GST regulations
- Detail-oriented and able to handle multiple tasks simultaneously
- Experience in filing GST & TDS
- Exceptional communication and interpersonal skills

LANGUAGES

- English
- Hindi
- Marathi

Financial Accountant

PROFILE INFO

Highly motivated and professional financial accountant over 4+ years of experience providing high-level support to seniors. Expert in maintaining GST & Audit data for monthly as well as annually reports for returns. Possess exceptional communication and interpersonal skills with a proven ability to work independently and as a part of a team.

EXPERIENCE

- Novavente Limited

SEPT 24- PRESENT

Financial Accountant

 - Manage day-to-day accounting tasks using Tally.
 - Raise invoices and share them with respective clients.
 - Follow up on payments through emails and calls.
 - File GST returns accurately and on time.
 - Assist the CFO in audits by preparing necessary financial data.
 - Handle TDS booking, deduction, and payments.
 - Oversee accounts payable and receivable in Tally.
 - Reconcile ITC purchases, sales, and 26AS TDS statements.
 - Prepare financial reports to support business decisions.
- Apar Industries

AUG 23- AUG 2024

Officer

 - Increased efficiency by developing and maintaining comprehensive reconciliation in excel.
 - Assisted seniors in complex tax filing, ensuring accurate submissions and minimized liabilities.
 - Issued monthly ISD invoices in SAP as well as maintained physical records.
 - Update EGM, SB status in Export register etc.
- Dron and Associates

FEB 21- AUG 2023

Junior Accountant

 - Filed GST/TDS returns and used accounting software to issue tax returns & prepared consolidate reports,
 - Conducted internal audit assignments identifying control weakness and provided recommendations for improvement, leading to strengthened financial errors.
 - Assisted seniors in scrutiny/ examination of notices/letters/ appeals, including show-cause cum demand notices by tax authorities related
 - GST laws & Drafting/finalizing replies for the same.
 - Reconciled worksheets to verify accuracy of documents accuracy of records.

EDUCATION

- Bachelor's in accounting & finance

2017 - 2020

St. Wilfreds, Mumbai University
- Highed School Certification

2016 - 2017

JJC, Mumbai University
- Secondary School Certification

2014 - 2015

New English High School, Mumbai University