

# SAQIB USMANI

## CHARTERED ACCOUNTANT

### PROFILE

Dedicated and results-driven Chartered Accountant with experience in auditing, taxation, accounting and filing of tax returns.

### PERSONAL DATA

Date of Birth: 13th Nov 1998

Gender: Male

Civil Status: Single

Nationality: Indian

Language: English, Hindi

### QUALIFICATIONS

Advanced Information Technology (AICITSS), 2021 – ICAI  
Management and Communication Skills Course (AICITSS), 2021 – ICAI  
Information Technology (ICITSS), 2019 – ICAI

### SKILLS

- Assurance
- Income Tax
- Goods and Services Tax
- Corporate Law
- Financial Reporting.

### CONTACT

Address: Deoband, Uttar Pradesh, India

Mb No: +91 8791535562

Email: [saqibzusmani1@gmail.com](mailto:saqibzusmani1@gmail.com)

### EDUCATION

COURSE	YEAR	INSTITUTION	MARKS	REMARKS
CA Final	May 23 & Nov 23	ICAI	428/800(53.50%)	Exemption in two subjects
CA Inter	Nov 18 & May 19	ICAI	448/800(56.00%)	Exemption in two subjects
CA CPT	Dec 17	ICAI	166/200(83.00)	First Attempt
Class XII	Mar 17	CBSE	476/500(95.20%)	95+ in 6 subjects
Class X	Mar 15	CBSE	10.0 CGPA	10 CGPA in all subjects

### WORK EXPERIENCE

**Articled Assistant (A Rehman & Co, Chartered Accountants, Deoband)**  
(01/09/2020 to 02/08/2022)

#### Responsibilities:

- Filing tax returns and tax planning
- Staying updated with tax laws, and making client aware as well.
- Conducting tax audits, replying to tax authorities.
- Proper Documentation and identifying tax credits for clients.
- Conducting internal audits for control assessment.

**Articled Assistant (Verendra Kalra & Co, Chartered Accountants, Deoband)**  
(24/06/2019 to 26/08/2020)

#### Responsibilities:

- Conducting internal audits, statutory audits and preparing audit reports.
- Filing tax returns and coordinating with client for documentation.
- Conducting tax audits and preparing tax audit reports.
- Preparing financial statements.
- Preparing estimates for client's tax liability throughout the year.