

SUNIL SINGH

FINANCE AND ACCOUNTING

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SUMMARY

To contribute my analytical and financial management skills to a dynamic organization, driving business growth and profitability through strategic financial planning and decision-making, while seeking opportunities to enhance my knowledge and contribute to the organization's success.

EDUCATION

Graphic Era University, Bachelor of Commerce Honours

08/2021 – 08/2024

- Specialization in Finance.
- Project on "Relationship Between Stock Market and Economic Growth in India"

Graphic Era University, Master of Business Administration

08/2024 – Present

- Specialization in Finance.
- Project on "Impact of Inflation and Interest Rate on Tax Planning".

PROFESSIONAL EXPERIENCE

GRANT THORNTON BHARAT LLP, INTERNSHIP

08/2025 – 11/2025

- XML (Tax Audit): Proficient in preparing and validating tax audit reports in XML format for seamless electronic filing and compliance.
- XBRL: Skilled in creating and verifying XBRL instance documents for regulatory financial reporting as per mandated taxonomies.
- Transfer Pricing: Successfully managed Transfer Pricing documentation and compliance, including preparation of Form 3CEB and transfer pricing reports for cross-border transactions.

EDUVETHA

11/2023 – 01/2024

- Conducted ratio analysis to assess liquidity, profitability and solvency.
- Evaluating risk factors affecting financial decision-making.

KHATTAK KOCHHAR & CO. (CA FIRM)

01/2023 – 03/2023

- Assisted in maintaining financial records and preparing balance sheets.
- Assisted in preparing tax returns and GST filings.
- Supported in statutory and internal audits by reviewing financial statements.
- Performed vouching and verification of transactions to ensure accuracy.

SKILLS

Book Keeping, Risk Analysis, Adv. Excel, Cost Accounting, Budget Preparation, Tally, Financial Reporting, Accounting, Team Work

WORKSHOPS

Workshop on Commodity Trading.,
BULLIONS VS BARRELS

05/2025

**Foundation Course in Banking Financial Services and
Insurance., NSE ACADEMY**

03/2025

ADDITIONAL INFORMATION

Certifications: PwC Tax Launchpad(PwC), Advance Excel, Tally, CCA(Certificate in Computer Application), Fundamentals of Equities, Leadership Skills, Design Thinking- A Primer(IIM Madras NPTEL), ChatGPT for Excel, Leading Teams