

KRUSHIL SUDANI

Rajkot, Gujarat, India

krushilsudani2611@gmail.com

+91 98987 94589

Detail-oriented finance professional with 6+ years of experience in bookkeeping, accounting, GST/TDS compliance, and audit across diverse industries. Certified in QuickBooks Online and Xero (L1 & L2). Experienced in remote multi-client work with strong accuracy under deadline pressure. Semi-qualified CA (ICAI) seeking a full-time remote bookkeeping or accounting role.

Work Experience

Part-Time Bookkeeper (Remote-Ready)

Somnath Auto-Rajkot, Gujarat

Part-time

0-15 days notice period

April 2022 to Present

Recorded and reconciled daily transactions for fuel retail and transport businesses in Tally Prime. Managed sales invoicing, expense tracking, and fuel stock records — maintaining clean, audit-ready books. Handled basic GST compliance and ensured timely monthly closes.

Lead Auditor

M/s Vijay Popat & Associates, CA-Rajkot, Gujarat

Full-time

July 2024 to January 2026

Managed end-to-end accounting and audit engagements for private limited companies (turnover up to ₹7,500 Cr), NGOs, and co-operative societies. Oversaw GST return filings, reconciliations, and refund processing across multiple client portfolios with high transaction volumes. Conducted bank stock audits and procurement audits — assessed inventory valuations, drawing power, and payment compliance. Supervised junior team members, reviewed work papers, and delivered accurate audit reports on time.

Junior Auditor

M/s Gaglani Rach Makadia & Co., CA-Rajkot, Gujarat

Full-time

December 2022 to January 2024

Executed statutory audits for private limited companies under Companies Act guidelines. Prepared and filed TDS, GST, and VAT returns; maintained client compliance calendars. Supported income tax assessment proceedings including documentation and departmental correspondence.

Junior Auditor

M/s A B Kanabar & Co., CA-Ahmedabad, Gujarat

Full-time

June 2022 to September 2022

Assisted in statutory and internal audits for oil exploration, logistics, and import-export clients. Prepared reconciliation statements, audit working papers, and compliance reports. Performed bank branch audits and stock inspections for nationalized and co-operative banks.

Article Assistant

M/s A B Kanabar & Co., CA-Ahmedabad, Gujarat

Full-time

January 2019 to February 2022

Completed ICAI articleship training across 8+ industry sectors — audit, taxation, and accounting. Gained hands-on experience in GST return filings, TDS compliance, and preparation of financial statements using Tally ERP. Assisted in audits for petrol pumps (IOCL, Nayara, Essar), education institutions, and service businesses.

Education

Accounting (CA Final (Semi))

ICAI

January 2019 to May 2023

Accounting (Bachelor of Commerce)

City C.U. Shah College, Gujarat University

January 2017 to January 2020

Accounting (CA Intermediate)

ICAI

January 2019 to May 2019

Skills / IT Skills

- Microsoft Excel (Advanced)
- Cash handling
- Zoho Books
- Finacle
- TDS Compliance
- Financial Reporting & MIS
- Bank Reconciliation
- Microsoft Office
- Organisational skills
- GST Return Filing
- Accounts Payable / Receivable
- Xero L2 (Certified)
- QuickBooks Online (Certified)
- Communication skills
- Tally ERP & Prime
- Full-Cycle Bookkeeping
- SAP
- Customer service
- Payroll Processing

Online Profile

<https://www.linkedin.com/in/krushilsudani>

Certifications and Licenses

QuickBooks Online Certification - Level 1 (Valid until Jul 2027)

Fundamentals of Cost Accounting & Environmental Management Accounting

Xero Certified Associate - Level 1

Xero Certified Professional - Level 2

Introduction to Bookkeeping and Accounting