

CURRICULUM VITAE

Harsh Parmar

C – 43, JANAB COURT BUILDING, FORJEET STREET,
OPPOSITE BHATIA HOSPITAL, TARDEO, MUMBAI – 400 036.

Contact Details :

Email ID : harshpr2305@gmail.com Mobile

No.:

9769806108/8169556627

Educational Qualification :

Exam	Year	Institution	Board / University	Percentage/ CGPA
MBA	2019-2021	IBS- Powai		60.2%
Association of Certified Chartered Accountant	2019	ACCA –UK	-	Completed 4 Papers, Out of 13 Papers
Bachelor in Accounting & Finance	2017 - 18	JaiHind College	Mumbai University	67.66%
Secondary and Higher Secondary Examination	2014-15	Elphinstone College	Maharashtra Board	76.15%
Secondary School Examination	2012-13	Robert Money Technical High School	Maharashtra Board	58.36%

Working Experience

Randstand- May 2021 to till date

J. P. Morgan Chase Bank- Direct Custody & Clearance- Team Cash & Foreign exchange & Taxation :

1. Daily Tax Summery (DTS)- Provide to Consultants 4 times a day.
2. Update Tax Tracker from Certificates with Tax Amount, Value Date & Verifying Payable Positions of Clients.
3. Providing Forecast Reports to Global Custody.
4. Updating KPI Tracker stating details for Management Review.
5. Making electronic payment for taxes for Client.
6. Making and Uploading NOC file for Clients.
7. Daily Reconciliation of all Transactions.
8. Providing various report extracted from system to other team for their working such as : Pending Repat sell Report of pending certificate, Foreign Exchange Report of Direct Clients.
9. Sending Cyber Receipts to Consultant.

10. Making Cash Booking of Certificates.
11. Informing and followup for details with Clients of Pending Tax Certificates.
12. Solving consultants query like NSDL statements, Corporate Actions relates Queries
13. Managing Advance Tax calculation
14. Updating Tom Booking as per management requirement.
15. Timely Updating OTM checklist.
16. Providing Bank statements to consultants.

Summer Internship

TATA MOTORS FINANCE LIMITED

Project Report entitled “PETTY CASH, AUTOMATION, COMPLIANCE AND AMORTIZATION

- Understanding the Business Requirements Documents (BRD) • Verifying the vouchers and attached documents like bills
- updating the Bulk data (BDC) for petty cash system.
- User Acceptance testing (UAT) for improving system
- Understanding *AMORTIZATION system*
- Framing new policy and SOP for new Petty cash system

ACHIVEMENT

Certification Received in Punctual of Giving 100 percent Attendance in the Academics.

Certified course done on Equity Research & Financial Modelling

IT KNOWLEDGE :

- Operating Software : Windows 98, 2000
- Microsoft Office Tools : Word, Excel, Power Point, Internet.

HOBBIES :

Playing Outdoor Games, Listening Music, Reading Books, etc.

PERSONAL DETAILS :-

Date of Birth : 23 May, 1996.

Language Known : Hindi, Marathi, English & Gujrati

EVENTS ATTENDED:-

CAREER GUIDANCE SEMINAR to the SY and TY on 20 july 2016 by IMS MD. GUST SESSION on GST for SY and FY by Mr Abhishek Rastogi Director Indirect tax price Waterhouse Coopers on 23 july 2016.