[9503653839] [[chanchalranglani@gmail.com](mailto:chanchalranglani@gmail.com)] [Ulhasnagar, Maharashtra]



# Professional Summary

Finance and tax professional with strong hands-on experience in indirect taxation, financial systems, and compliance. Proficient in using Tally ERP and the GST portal for transaction recording, reconciliation of input tax credit, and export/import adjustments. Demonstrated ability to manage tax compliance, generate accurate reports, and resolve transaction-level discrepancies. Seeking to leverage analytical skills and taxation knowledge in a growth-oriented finance role.

Professional Experience

# Senior Accountant

*Hingorani Advocate & Tax Consultant, Ulhasnagar, Maharashtra | 01/2023 – 07/2025*

* Managed transaction-related queries and performed regular reconciliations, resolving discrepancies with a 95% accuracy rate.
* Prepared and filed over 150 monthly GST returns in compliance with statutory timelines.
* Generated GST payment challans and audited purchase and sales records to ensure 100%

compliance.

* Reviewed income and expenditure statements, supporting accurate financial reporting for diverse

clients.

# Proprietor – Chanchal Enterprise

Ulhasnagar, Maharashtra | 2017 – 2023

* Independently managed operations including sales tracking, vendor management, inventory, and

basic financial accounting.

* Handled GST filings, vendor reconciliations, and Tally entries as a sole business operator.

# Education

1. Bachelor of Commerce | CGPA – 7.00

University of Mumbai – Churchgate Campus | 2019

HSC | 77%

Maharashtra State Board – Churchgate, Mumbai | 2016

SSC | 76.2%

Sindhu Vidya Niketan, Mumbai | 2014

# Additional

Technical Skills - Microsoft Office | Tally ERP | Excel | Data Analytics (Power BI) Languages – English, Sindhi, Hindi, Marathi

Certifications - Basic Data Analytics using Excel (Udemy)