

Anusha N Jain & Co



EXPERIENCE – CERTIFICATE

TO WHOM SO EVER IT MAY CONCERN

It is to certify that Miss Leena Mukesh Gupta is working as employee with us M/s Anusha N Jain & Co., Chartered Accountant as Account Assistant from period 24/09/2021 to till Date and Completed more than 100 Hours of Employment as per the firm's record.

During her employment Miss Leena has perused knowledge & experience in field of Accounting/ Gst/ Taxation, Fssai Registration, Udyam Registration etc. from our organisation.

Details of her work done during the Employment are as follows:

Accounting:

Book Keeping, Account Finalization, Preparing Balance sheet as per Companies ACT.

Taxation:

Return preparation, E-filing of Return, E- Verification, Reply to Intimation, New Assesse Registration on Portal, Preparing 3CD.

GST:

Return Preparation of Gstr 1 and 3B, Reconciliation of Gst purchase, GST Annual Return Preparation.

Profession Tax:

Pttrc Return Filing

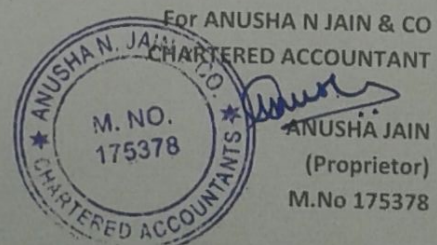
License & Registration:

Application for Food License and Registration of Udhyaam Aadhar

Follow-up with Clients:

Regarding Data Collections and Final Data Submission.

Please feel free to contact us if you have specific questions regarding her employment.



Place – Mumbai, Date- 25th Jan,2022

501/2 BADRIVISHAL C.H.S, SAHAKAR NAGAR, ANDHERI WEST, MUMBAI -400053

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