mohammed.shaikh@example.com
+91 96XXX XXX74
Hyderabad, Telangana
linkedin.com/in/mohammed-imran-shaikh-example

Mohammed Imran Shaikh

Tax Consultant (GST and Income Tax)

PERSONAL STATEMENT

Tax consultant with 7 years of experience in GST and income tax compliance, assessments and advisory for 60+ business clients in pharma, real estate, IT services and trading. Handles GST audits and annual returns, ITR and tax audit support, TDS compliance and replies to departmental notices, with enrolment as a GST Practitioner and an LL.B.

CORE SKILLS

- Tax research
- Client advisory
- Drafting
- Deadline management
- Team review

WORK EXPERIENCE

Senior Tax Consultant · Charminar Tax Advisors LLP, Hyderabad Apr 2022 – Present

- Manage GST compliance for 38 clients across 6 states, covering GSTR-1, GSTR-3B, GSTR-9 and GSTR-9C with on-time filing every month.
- Drafted replies to 70+ GST and income tax notices, including scrutiny assessments, and reduced proposed demands by ₹3.2 crore in total.
- Advised a pharma distributor on input tax credit and e-invoicing setup, recovering ₹54 lakh of unclaimed credit.
- Supervise a team of 4 tax associates and review ITR, Form 3CD and TDS return workings before filing.

Tax Associate · Rao Reddy & Associates, Hyderabad Jul 2019 – Mar 2022

- Prepared and filed 450+ income tax returns for salaried, business and NRI clients every season.
- Filed quarterly TDS returns for 25 companies and resolved short-deduction and late-filing defaults on TRACES.
- Handled GST registration, amendments and refund applications for exporters under LUT.

EDUCATION

LL.B. in Law (three-year course) · Deccan College of Law, Hyderabad 2019 – 2022
Grade: 64%

M.Com in Accounting and Taxation · Nizam Institute of Commerce, Hyderabad 2017 – 2019
Grade: 71%

CERTIFICATIONS

GST Practitioner enrolment · GST Network Nov 2019

SKILLS

- GST returns and audit
- Income tax returns
- Tax audit (Form 3CD)
- TDS and TRACES
- Notice replies and assessments
- Input tax credit reconciliation
- Tally Prime
- Advanced Excel

LANGUAGES

- English · Professional
- Urdu · Native
- Hindi · Fluent
- Telugu · Conversational

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