

U.S. TAX PROFESSIONAL

Riya Khubchandani

U.S. Tax Associate | CA Final Candidate

ABOUT ME

U.S. tax professional and CA Final candidate with hands-on exposure to individual, partnership and corporate U.S. tax returns. Experienced in tax workpapers, reconciliations, estimates and extensions, book-to-tax adjustments, and federal/state filing support. Broader background includes financial analysis, Indian taxation, audit and compliance, with a practical and analytical approach to accurate delivery.

EXPERTISE

Forms 1040 / 1065

Forms 1120 / 1120-C / 1120-S

Federal & State Tax

Tax Workpapers

Estimates & Extensions

Book-to-Tax Adjustments

Reconciliations

Financial Analysis

Audit & Compliance

EDUCATION

CA FINAL

ICAI | Group 2 cleared; Group 1 pending

CA INTER

ICAI | May 2019 | 445/800

M.COM (PREVIOUS YEAR)

MLSU | 2021 | 73.25%

B.COM

MLSU | 2020 | 72.29%

CERTIFICATIONS

- Zillion Solutions - U.S. Taxation Course
- 100 Hours Information Technology Training - ICAI
- 35 Hours Orientation Program - ICAI
- GMCS - ICAI

WORK EXPERIENCES

U.S. TAX ASSOCIATE

JUL 2026 - PRESENT

Novus Taxes

- Prepare U.S. federal tax returns including Forms 1040, 1065, 1120-C and 1120-S, ensuring accuracy and compliance with applicable tax regulations.
- Assist in tax workpapers, reconciliations, supporting schedules and analysis of tax adjustments for individual and business entities.

U.S. CORPORATE TAX EXPOSURE | FORM 1120

PRIOR EXPERIENCE

- Assisted in preparation of U.S. Corporate Tax Returns (Form 1120).
- Prepared and reviewed corporate tax estimates and extensions.
- Supported tax planning and structuring initiatives, including book-to-tax adjustments and reconciliations.
- Assisted in federal and state tax filings and supported compliance with U.S. tax regulations and deadlines.

PROFESSIONAL EXPERIENCE

BRAND REPRESENTATIVE & FINANCIAL STRATEGIST

NOV 2023 - JUN 2026

Navjeet India Limited

- Managed end-to-end compliance functions, ensuring adherence to statutory and regulatory requirements.
- Handled the indirect taxation (GST) function including return filings, audits and reconciliations.
- Supported financial planning and analysis, financial statement finalization and business decision-making.
- Implemented AI tools and automation to streamline retail sales operations and monitored business expansion and ROI.
- Conducted retail data analysis across sales, incentives and performance tracking and collaborated across departments to improve operational efficiency.

ARTICLE ASSISTANT

AUG 2019 - SEP 2022

Mangal Mangal and Associates

- Managed audit and assurance assignments across industries, including statutory audits for private and unlisted companies.
- Drafted audit reports and financial statements and provided consultancy on financial and regulatory matters.
- Handled GST compliance, audits, refunds, registrations and filings, along with direct taxation and tax audits.
- Prepared projected financial statements and mentored junior staff and trainees.

TOOLS, SKILLS & LANGUAGES

TOOLS & SKILLS

- Advanced Excel
- Ginesys | Marg | Tally
- Gen GST | Ease My GST | Qlik
- Financial Planning & Analysis
- Compliance Management

LANGUAGES & STRENGTHS

- English | Hindi | Punjabi | Sindhi
- Strong communication and interpersonal skills
- Quick learner and target-oriented
- Logical and analytical problem-solving approach

PROFESSIONAL FOCUS

Focused on building deeper U.S. tax capability across individual, partnership and corporate compliance, with particular strength in workpaper preparation, estimates and extensions, reconciliations, and book-to-tax analysis. Brings a broader foundation in audit, Indian taxation, financial analysis and compliance.