

# **A STUDY ON AUDITING WORK IN RAJESH & CO, HOSUR.**

Report on Internship training submitted to Periyar University, Salem

In partial fulfilment of requirement for the award of the degree of

## **BACHELOR OF COMMERCE**

Submitted by

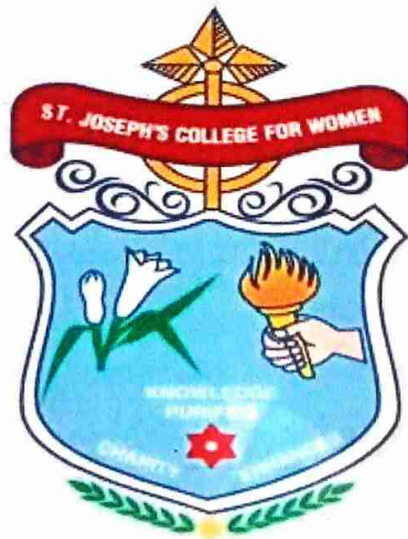
**NAME: SUMITHRA.S**

**REG.NO: C21UG152COM103**

Under the guidance of

**DR.D. BHUVANA, M.Com., M.Phil., B.Ed., B.Lit (Tamil)., Ph.D.**

Assistant Professor



**DEPARTMENT OF COMMERCE**

**ST. JOSEPH'S COLLEGE OF ARTS AND SCIENCE FOR WOMEN, HOSUR**

**(Affiliated to Periyar University, Salem)**

**JULY 2023**

# PERIYAR UNIVERSITY

## INTERNSHIP TRAINING REPORT FORMAT

1	Name of the Candidate	SUMITHRA.S
2	University Examination Registration Number	C21UG152COM103
3	Name of the College	St. Joseph's College of Arts and Science for Women, Hosur.
4	Name of the Department/ Degree	Commerce /B.COM
5	Name of the Industry/Institute in which for Internship Training Undergone	Rajesh & Co (Auditor & Tax Practitioner), Hosur.
6	Guide/ Supervisor under whom the training undertaken	Dr.D.BHUVANA
7	Title of the Training	A Study on Auditing Work in Rajesh & Co, Hosur.
8	Brief output of training(not more than 2 pages)-Attach Annexure - I	(ENCLOSED)
9	Conclusion	The internship programme assisted in gaining both theoretical and practical knowledge.
10	Outcome of the Training	Training brings enhanced skills and knowledge in assessing risks, planning audits, and compiling information for auditing reports.

Sumithra.S

Signature of the  
Student

D. B. f.

Signature of the  
Guide

Deenaday  
Head of the  
Department

Doc  
Principal

D. B. f.

Internal Examiner

# **A STUDY ON AUDITING WORK IN RAJESH & CO, HOSUR.**

## **INTRODUCTION**

Rajesh & Co (Auditor and Tax practitioner) found in the year 2014 by Mr. Rajesh. The head office located at ICICI Bank, New Vasanth Nagar, Hosur and its branch office Gandhi Nagar, Opposite Ashok Leyland unit – II, NH-7, Hosur.

## **SERVICES PROVIDED BY THEM**

- Income tax.
- GST (Goods and Service Tax).
- Sales Tax.
- Central Excise.
- Service Tax.
- PAN (Permanent Account Number).

## **WHO IS AN AUDITOR?**

An auditor is a person appointed and authorised to examine accounts and accounting records, compare the changes with the vouchers, verify balance sheet and income items, and state the result.

## **OBJECTIVES OF THE STUDY**

- To have an overall idea about the audit procedures of Rajesh & Co.
- To gain practical knowledge and experience on how Rajesh & Co performs an audit work is performed in corporations, companies and non- profit organisations.
- To identify about how to accumulate and process evidences to make an audit report.
- To gain exposure in fields like Auditing and Income tax.

## **SCOPE OF THE STUDY**

- Audit procedure, which is followed by the organisation for performing any audit.
- Audit administration of the firm, which is followed by the organisation for performing any audit.
- Effective check on the assessment, collection, proper allocation of revenues and their credit in accounts.

## **LIMITATIONS OF THE STUDY**

- Scheduled time span was not sufficient to cover all information.
- As an independent audit firm the information of the case study is not adequate for this study.
- As the internship was the first practical experience, it was not possible for me to know all and everything of audit procedure.

## **COMPANY PROFILE**

Name of the Audit Firm : Rajesh & co.

Address of the firm : No.20/13, K.K. Bhavan, First Floor, Near ICICI Bank,  
Vasanth Nagar, Krishnagiri Bye-pass Road, Hosur.

Phone : 9003559790,8122509000.

E-Mail : grajeshmba2014@gmail.com.

Background : Rajesh & Co was established in 2014. It is a leading firm rendering comprehensive professional service which includes audit, tax consultancy, accounting services.

## **LEARNINGS DURING THE INTERNSHIP**

- Sales and Purchase bill registration in the sales and purchase voucher according to the bill or voucher number in Tally ERP 9 given by the company.
- GST filing on the basis of goods and services according to the GST types (Integrated Goods and Service Tax, State Goods and Service Tax, Central Goods and Service Tax), provided by the client in the sales and purchase voucher are entered in the sales and purchase voucher in the Tally.
- Entering Bank statement and Company's statement according to the transactions done by them in the Company's account for maintaining the accounts of the company.

## **CONCLUSION**

The work experiences I encountered during the internship allowed me to learn about the basics of auditing work that is engaging in the audit office which is helpful for my further studies. I thank Rajesh & Co and the staffs for their guidance and support during the internship.



# RAJESH & CO

**Auditor & Tax Practitioner**

Head Office :#20/13,K.K.Bhavan,1<sup>st</sup> Floor,Near ICICI Bank,New Vasanth Nagar, Hosur

Branch Office :#4/3-A,Gandhi Nagar,Opp Ashok Leyland Unit-II,NH-7,Hosur-635109.

Cell:9003559790, 8122509000,04344-247000.

Reg No.141 /2014

Date:

This is to certify that Ms. SUMITHRA.S (C21UG152COM103), student of B.com from St. Joseph's College of Arts and Science for Women, Hosur, has successfully completed an internship in the field of "Accounts & Finance, Direct & Indirect taxation" From 26/06/2023 to 13/07/2023 under guidance of Mr. RAJESH, Auditor & Tax practitioner.

During the period of her internship program with us, she had been exposed to different processes and was found diligent, hardworking and inquisitive.

We wish her every success in her life & career.



Rajesh & Co

Authorized signature

**INCOME TAX, GST, SALES TAX, CENTRAL EXCISE, SERVICE TAX, SSI AND PAN**