

# Advance Accounting Training

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## Advance Accounting Training Training in Nepal

**Hamrojobs** provides practical and worthy accounting training that enhance trainee's skills in manual and computerized accounting that makes them much familiar with Nepal Government's tax system, laws, accounting concept, rules, Income Tax, VAT, TDS and popular accounting software presently used in Nepal. After consulting with accounting experts, we have designed the Accounting training courses in such a way that the trainees could implement the learned skills at workplace in confident manner. The syllabus covers vital components including accounting business practices, financial recording, inventory management, financial reporting, banking transaction and general accounting practices and current amendments in Nepal.

### **Who can attend?**

- Graduated students (Any Faculty)
- Any employer or employee
- Junior Assistants
- Operational, Finance, and Maintenance Fresher's/Professionals
- Professionals Who Wish to Develop Career in business and account

## Courses Outline

Final Accounts

- Trial Balance
- Trading Account
- Changes and Equity Account
- Profit & Loss Account
- Cash Flow Analysis
- Balance Sheet

## Microsoft excel

- Getting Started
- Entering and Editing Data
- Modifying a Worksheet
- Using Functions
- Formatting Worksheets
- Working With Charts
- Printing Workbooks

## Understanding Internal Control System

- Purchase Control System
- Inventory Control System
- Inventory Management System
- Fixed Assets Management System
- Advance Management System
- Human Resource Management System

## Computerized Software Tally ERP 9

## Company Info

- Create/Modify/Delete Company
- Change password

### **Account Info**

- Create/Modify/Delete Account Group
- Create/Modify/Delete Account Ledger

### **Inventory Info**

- Create Simple
- Create/Modify/Delete Stock Group
- Create/Modify/Delete Stock Item
- Create/Modify/Delete Stock Categories

### **Accounting Voucher Entry (Trade Business)**

- Purchase/Sales
- Receipt/Payment
- Contra Entry
- Journal
- Purchase/Sales Return
- Other Return

### **Voucher Entry (Other)**

- Multi-Currency
- Cost Centers
- Interest Calculation

### **Order Processing**

- Purchase Order/Receipt Note
- Sales Order/Delivery Note

### **Voucher Entry (Electronics)**

- Purchase Voucher
- Purchase Return
- Sales Voucher
- Sales Return

### **Voucher Entry (Grocery)**

- Batch, Mfg
- Expire Date

### **Others**

- Backup/Restore
- Security Control
- Year Ending

## **Reporting**

- Day Book
- Trial Balance
- Balance Sheet
- Ratio Analysis
- Cash Flow
- Funds Flow
- Ledger
- Purchase/Sales Register
- Bank Reconciliation
- Other Report

## Nepal Government Tax

### **Concept of Tax**

- Definition of Tax
- Types of Income
- Income year
- Registration Procedure (Entity and Natural Person)
- Person
- Residential status
- Tax Assessable Income
- Biometric Details for Registration
- Income Tax Assessment
- Change in ownership during the year

### **Tax exemption and concession**

- Tax exempt income
- concessional tax rate

### **Income from Employment**

- Meaning of Employment income
- Amounts included in Employment Income
- Amounts excluded from Employment Income
- Allowable reduction
- Calculation of total Tax liability from Employment

## **Income from Business**

- Meaning of Business income
- Amounts included in Business Income
- Amounts excluded from Business Income
- Allowable deduction
- Calculation of total Tax liability from Business

## **Income from Investment**

- Nepal Government Tax Nepal Government VAT
- Meaning of Investment income
- Amounts included in Investment Income
- Capital Gain tax
- Amounts excluded from Investment Income
- Allowable deduction, Reduction
- liability from Investment

## **TAX Return**

- Annual Tax returns [Day-1, Day-2 and Day -3] & Tax payments
- Advance Tax Return [ETDS] and Payments
- Return filing requirement for person

## **Nepal Government VAT**

- General concept of VAT
- Registration in PAN/VAT concept
- Tax Assessment
- VAT applicable transactions
- VAT return procedure and e-return
- Calculation of taxable value

## **Fine and penalties**

- Calculation of fines for delay in submission of returns
- Non- compliance of provisions

## **Tax Deduct at source (TDS)**

- Tax withholding rate
- Tax applicable payments
- TDS Return and Withholding Certificate
- TDS Revenue Head
- Fine for non-payment and submission of ETDS

## Other

- Entity Registration Process
- VAT vs Income Tax • BRS Reconciliation
- Purchase and sales System
- Using Inland Revenue Department portal
- Types of Invoices
- Tax Vs Accounting System
- Current Accounting and taxation Practices in Nepal
- Final withholding payments
- Petty Cash System

## Benefits and Scope of Practical Accounting Training

- Abundance of career opportunities after completion of training
- Internship/Placement opportunity for deserving trainees at reputed organizations
- Highly growth of skills and knowledge for real time working competencies
- Exclusive training on accounting software by team of experts
- Regular practical classes on accounting and taxation
- Depth understanding of recording and reporting accounting transactions
- Highly experienced Accountants and lecturers as instructors
- Practical exercise of final account preparation (balance sheet, income statement and so on)
- Understand taxation principles and practices in Nepalese context
- Open classrooms with all training resources readily available
- Chances of promotion in an existing job

## Contact Details

Mitra-Plaza 2<sup>nd</sup> Floor  
Mitrapark-7, Kathmandu, Nepal.  
Email: [vacancycareer516@gmail.com](mailto:vacancycareer516@gmail.com)  
Tel: +977-01-4470732 | 01-4465469

Mobile Num: +977-9840069747 | 9813040854 | 9823559673

**Website: [www.hamrojobs.co](http://www.hamrojobs.co)**