

## SYLLABUS OF COMMERCIAL TAX OFFICER

**I - General English including Grammar** -10 marks

**II - Logical Reasoning and Analytical Ability** - 10 marks

**III - General Knowledge, Current Affairs and Events of National and International Importance.** - 10 marks

**IV- CORE:** - 30 marks

- **Financial & Management Accounting:**

- Basic Accounting concepts, Capital and Revenue, Financial statements.
- Partnership Accounts: Admission, Retirement, Death, Dissolution and Cash Distribution.
- Advanced Company Accounts: Issue, forfeiture, Purchase of Business, Liquidation, Valuation of shares, Amalgamation, Absorption and Reconstruction, Holding Company Accounts.
- Cost and Management Accounting: Ratio Analysis, Funds Flow Analysis, Cash Flow Analysis, Marginal costing and Break-even analysis, standard costing, Budgetary control, Costing for decision-making Responsibility accounting.
- Financial Management: Capital Structure, Financial and Operating leverage.
- Cost of capital, Capital budgeting.
- Working capital management Dividend Policy

- **Income-tax Law & Tax Planning and Goods and Service Tax**

- Basic concepts, Residential status and tax incidence, exempted incomes, computation of taxable income under various heads.
- Computation of taxable income of individuals and firms. Deduction of tax, filing of returns, different types of assessment.
- Tax Planning: Concept, significance and problems of tax planning, Tax evasion and tax avoidance, methods of tax planning.
- Goods and Service Tax

**NOTE: The CBRT will consist of 60 Multiple Choice Questions. Each question will have four options and every correct answer will carry one mark each. The duration of the CBRT will be of 60 minutes.**