



Nupoor Sinha

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Summary

Impact-driven leader with extensive experience in strategic decision-making in the high-stakes domain of Tax administration and Governance. Adept at leading cross functional teams, managing critical enforcement and compliance projects and optimizing operational performance. Skilled in executing policy initiatives and delivering measurable results in complex administrative environments

Professional Experience

Assistant Commissioner State Tax | Commercial Tax Dept., Govt. of Bihar | Patna and Bhojpur

- Spearheaded **strategy planning team** formulating and executing initiatives to achieve district GST collection goals. Successfully collected ₹292.15 crore in FY 2024-25 against a target of 272.49 crores, marking a **27% year-on-year growth** in revenue collection.
- Led multiple **anti-evasion operations**, including enhanced audit drives, data analytics-based risk profiling, inter-agency collaboration and targeted search operations to bust shell companies and invoice trading - contributing to the district securing **6th rank in Bihar** in percentage GST collection.
- Spearheaded **scrutiny and assessment of 300+ GST evading firms** resulting in GST demand orders exceeding ₹75 crores and significantly enhancing district-wide tax compliance.
- Served as **quasi-judicial authority** under The GST Act, conducting hearings, analysing evidence and passing speaking orders for recovery of tax, interest and penalties from non-compliant entities.
- Conducted **25+ high impact Inspections and raids** on fraudulent businesses based on implementation of robust evidence collection methodologies uncovering large-scale revenue leakage.
- Served as a key **member of the Expenditure Monitoring Cell** during Lok Sabha elections; supervised and coordinated inter-departmental teams of 250+ officials to scrutinize election-related expenditure during the Model Code of Conduct (MCC) period and flag unreported events for timely enforcement action.
- **Directed Flying Squads and Static Surveillance Teams (SSTs)** comprising 100+ officials across 24 strategic check-posts during MCC period to prevent illicit movement of goods and money, leading to the seizure of unaccounted cash worth ₹1.5 crore.
- Spearheaded **GST audits** of seven firms for FY 2020–21, resulting in the issuance of total demand orders amounting to ₹23.92 lakh.
- Led cross-functional teams in **sector-specific analysis** to uncover tax evasion patterns **in high-risk sectors** (e.g. jewellery, textiles, brick kilns) and designed targeted enforcement drives. My strategic report on the jewellery sector was recognized for its impact and incorporated into the Induction training curriculum for new officers.
- Led cross-functional teams under the District Magistrate's supervision **implement key welfare schemes** such as Indira Awas Yojana and Mid-Day meal scheme. Supervised ground-level implementation, conducted field audits, and proposed actionable reforms to strengthen service delivery and beneficiary outreach.
- Chaired the **Taxpayers' Grievance Redressal Committee** ensuring timely and effective resolution of issues, promoting taxpayer-centric governance and reinforcing public trust.
- Chaired the **Internal Committee on Workplace Safety for Women**, leading proactive resolution of cases and driving a safe, inclusive, and equitable work environment for female employees.
- Spearheaded **critical administrative responsibilities**, including maintaining law and order during high-sensitivity events and high-stakes public functions, and supervising exam-related deployments.

Tax Assistant | Income Tax Department | Pune and Jaipur

- Coordinated **administrative operations** within the Assessment Unit ensuring timely processing of compliance notices, and assessment proceedings.
- Led **digitization** and developed a query-enabled database of tax cases and records, improving analytical capability data retrieval efficiency by 30%.
- Assisted in **scrutiny and assessment of taxpayers**, by analysing tax paying patterns and initiating adjudication proceedings through show cause notices.
- **Trained and mentored** 40+ junior staff on internal systems, contributing to improved team performance and digital proficiency.

Associate Technology L1 | Publicis Sapient | Gurgaon and Bangalore

- Developed core modules of a ‘Performance Appraisal System’ using **Java and MySQL**, enabling automated evaluation workflows and reducing manual HR effort by 60%.
- Actively participated across all phases of the **Software Development Life Cycle (SDLC)** including requirement analysis, design, development, testing, and deployment.
- Gained hands-on experience in **Agile methodology**.

Education

B. Tech in Information Technology – Malaviya National Institute of Technology | Jaipur

Accomplishments

- Secured a rank of **93 in 63rd Bihar Public Service Commission Examination**
- Received an **Appreciation Certificate** from the Joint Commissioner State Tax (Shahabad Circle), in recognition of **outstanding performance during Lok Sabha General Elections, 2024** and **notable contribution to GST revenue augmentation** in the district.
- **Demonstrated exceptional performance** by achieving a 9.13/10 (outstanding rating) in annual appraisals 2023-2024, resulting in recognition within the top 1% among peers.

Certifications

- Induction training on GST Act, 2017 at National Academy of Customs, Indirect Taxes & Narcotics, Patna
- Training in GST best practices at Netaji Subhash Administrative Training Institute, Govt of West Bengal
- Professional development course and training on Office procedure, GST Act 2017 and rules at Bihar Institute of Public Administration and Rural Development.

Extra-Curriculars

- Junior Diploma holder in Kathak, Prayag sangeet samiti
- Performed kathak at Bihar Diwas Mahotsav, Organized by Ministry of Culture, Govt of Bihar
- Served as the General Secretary of the Dramatics Society under the Creative Arts Society at MNIT, Jaipur
- Served as Logistic head for Malaviya national level inter college sports tournament at NIT Jaipur
- Winner of Taal, solo dance competition at NIT, Jaipur
- Successfully trekked Kheer Ganga Trek, Himachal Pradesh