



# J GURUMURTHI & ASSOCIATES

CHARTERED ACCOUNTANTS

#103, P.S.Sivasamy Salai, 2nd Floor, (Behind City Union Bank ATM), Mylapore, Chennai - 600004.

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06th December, 2021



## VACANCIES - FOR ARTICLED ASSISTANTS AND PAID ASSISTANTS

- We have vacancies for Articled Assistants and Paid Assistants in our Firm – Location Mylapore & Pammal.

### For Article Assistants:

- Should be a Graduate and/or Inter pass with good academic records.
- Basic Knowledge in Accounts.
- Qualification as specified by ICAI.
- Should possess good interpersonal and communication skills.
- Knowledge in Tally ERP 9 and MS-Office Preferable.

### For Paid Assistants:

- B. Com & Article completed staff with either one or both groups of Inter passed.
- Should possess good interpersonal and communication skills.
- Knowledge in Tally ERP 9 and MS-Office Preferable.

### For Placement in MNC:

- Vacancy exist for CA inter passed candidates, for placement in a MNC in Chennai.
- Should be Inter passed with 3 year's experience in a corporate preferably in software companies.
- Job Description:
  - ❖ AR/ AP Management
  - ❖ Monthly Information Report (MIS) generation including cash flow statements.

- Interested candidates may contact

- Mr. Kumaraguruparan 94440 23104 / 044 24984612

J Gurumurthi & Associates  
Chartered Accountants

Authorised Signature

