

**South East Constructions Company Pvt. Ltd.**  
**Engineers & Contractors**



Registered Office :  
No. 112, Kaliamman Koil Street,  
Natesan Nagar, Virugambakkam,  
Chennai - 600 092.  
Tel.: 044 - 2479 9991 / 2479 9992  
2479 9990  
E-mail : southeast.secc@gmail.com  
CIN: U45201TN2005PTC058047

To

The Secretary  
M/s The Institute of Chartered Accountants of India  
Chennai 600034  
Sir

09.09.2021



**Sub:- Openings in our Organization –Regarding**

We would like to introduce our self as leading Infrastructure Civil construction company working under name and style of M/s. South East Constructions Company private Limited with Registered office at Virugambakkam , Chennai 600092. We are in business for more than 4 decades

Our Line of activities are developing infrastructure , irrigation projects , Constructions of Bridges , Roads, etc. Our company turnover is Rs 200.00 Cr (Including Group company companies turnover ) with workorder backlog of Rs. 350 Crores. Our projects are spread across India, and are currently operating In Jharkhand (Ranchi, Tata Nagar) Madhya pradesh, Karnataka & Goa, etc..

For our expansion , we need Accounts professionals to strengthen our accounts department.

Candidate with following qualifications may forward the Resume /may appear for personnel interview at the above mentioned office address

1. Minimum B.com/M.com, CA /ICWA (Inter Pass), with **15 yrs to 20 yrs experience**
2. Knowledge of independent **Indirect Taxes in works contracts VAT return Filings, VAT Assessments, Audits, Appeals, GST filings** and related compliances **must**.
3. Knowledge of **Finalisation of Company Annual Financial Statements & Filing of ITR 5 / Audit Reports, MCA Filings & Preparation of MIS reports**
4. Exposure of MSME Concessions/ **Bank compliances w.r.t. working capital limits**
5. **Good Communication & drafting Skills in English.** Hindi speaking knowledge is Must
6. Should be proficient with **MS Office, EXCEL**
7. Telugu reading/ speaking preferred
8. Must be ready to work at our sites all over India (current posting at Chennai/ Ranchi)

Thanking you

With Kind regards,

**For South East Constructions Company Private Limited,**

*(Signature)*  
Manager -HR

9841440792 / 044 24799992 / 044 24799991