



# VENKAT AND RANGAA LLP

CHARTERED ACCOUNTANTS

To  
The Secretary,  
The SIRC of ICAI,  
Chennai-600034.

Dear Sir/Madam,

We request you to kindly display our Article Assistant Vacancy on the Notice Board

## VACANCY FOR ARTICLE ASSISTANT

Position: Article Assistant

Location: Chennai

Eligibility:

1. Completed Both the Groups of CA Intermediate or
2. Completed any one Group of CA Intermediate

Requirement:

1. Good Communication Skills
2. Knowledge in MS Office & Accounting software Like Tally
3. Willingness to Learn, adapt & work as a team

Exposure Provided:

1. Income Tax (Filing, TDS, Tax appeal, Representation Services)
2. Indirect Tax (Monthly Filing, Registration, Representation Services)
3. Audit (Statutory Audit, Internal Audit, Tax Audit)
4. Accounting
5. Payroll
6. Registration Services (MSME, ESI, PF)
7. Compliances on various Acts

Contact: +91 9380742792, +91 9444353680  
Zameer.t.ca@gmail.com, Venkatandrangaatz@gmail.com

Thanking You

For Venkat and Rangaa LLP  
Chartered Accountants

CA ZAMEER T  
Partner



Place: Chennai  
Date: 28-09-2021



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