

**Venkat and Associates LLP**  
**Chartered Accountants**

August 9, 2021

To,  
The Secretary  
SIRC,  
Institute of Chartered Accountants of India  
Chennai



**Sub : Vacancy Intimation**

Sir,

We have vacancy for the following positions in our firm. We request you to publish our vacancy requirement in the ICAI notice board.

**1. Article Clerks (Vacancy 4 Nos);**

Requirement / Expectation:

- Good communication skills
- Open for travel
- Basic knowledge on Accounting, Auditing, Income tax and GST

**2. Paid Assistants – Auditing (Vacancy 1 No);**

Requirement / Expectation:

- Semi Qualified CAs
- Good knowledge on Accounting and Tax laws
- Good exposure in Statutory & Tax audits
- Good communication & interpersonal skills

**3. Paid Assistants – Accounting (Vacancy 1 No);**

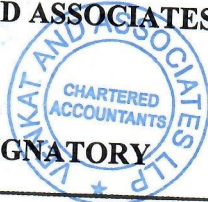
Requirement / Expectation:

- Semi Qualified CAs
- Good knowledge on Accounting
- Knowledge on Tax Laws and Labour Laws
- Hands on experience in accounting software (*like Tally, SAP, Oracle etc...*)
- Good communication & interpersonal skills

Candidates who are interested in pursuing career with wide range of exposure in diversified industries can email their CV to [vachennai@venkatassociates.com](mailto:vachennai@venkatassociates.com).

**Compensation is not a constraint for the right candidate.**

**For VENKAT AND ASSOCIATES LLP**



**AUTHORISED SIGNATORY**