

Date: 10-8-2022

To

The Institute of Chartered Accountants of India  
ICAI Bhawan, 122 M G Road  
Nungambakkam High Road  
Chennai 600034



Dear Sir,

**Sub.: Posting for vacancy in our Company – “Accounts Officer”**

We have vacancy in our company at Raja Annamalai Puram, Chennai for CA Accounts officer. We have providing services to the clients in various industries as referred in herein below are based out of India, USA and Israel.

- Chemical Manufacturing & Trading, Engineering, Paper manufacturing, O&M services, Healthcare, IT, Food products, Logistics, Wholesale dealers of food products, Freelancers catering to various industries and many more..

**Job profile** – Book-keeping, Accounts finalization, Reconciliation, MIS Reports, Income-Tax, GST, TDS, ITR compliance and Secretarial & FEMA Compliance, Labor Law compliance, Internal Controls, Start-up solutions, etc.

**Computer skills** : Tally, Advanced Excel, Word, Power point (Quick books & Zoho Books knowledge will be an added advantage)

Qualification : Three Years Articleship completed / CA Inter pursuing .

Kindly display in the notice board of the ICAI – SIRO Chennai office.

Thanking you,

Yours sincerely,

For Pratique CFO Services Pvt Ltd

Director



**Pratique CFO Services Private Limited**

**Registered Office:** New no.45, Old no.20A, Bheemasena Garden Street, Mylapore, Chennai - 600 004.

**044-2467 3467 | +91 94443 83499 | [team@pratiquecfo.com](mailto:team@pratiquecfo.com) | [www.pratiquecfo.com](http://www.pratiquecfo.com)**

CIN - U74999TN2017PTC116380

**Head Office:** Flat no. 6, 2<sup>nd</sup> Floor, Sriram Flats, New no. 20, 2<sup>nd</sup> Main Road, R.A. Puram, Chennai - 600 028.

**Mumbai Office:** F/13, Vishramdham 7 CHS, Veena Nagar Phase II, Mulund (W), Mumbai - 400 080. Ph: +91 93205 64332