

January 19, 2023



To:

The Secretary
SIRC of ICAI
ICAI Bhavan,
Nungambakkam,
Chennai – 600 034

Dear Sir,

Sub: Vacancy for Articled Assistants and Paid Assistants

We are looking to hire Articled as well as Paid assistants for our firm. Attached is a vacancy notice which we request you kindly display on the notice board at the SIRC premises as well as on your website.

Thanking you.

Yours Faithfully,

For Velu Muthu Associates,

VELU
MUTHU

Digitally signed by
VELU MUTHU
Date: 2023.01.16
16:28:49 +05'30'

Velu Muthu
Chartered Accountant





Velu Muthu Associates
Chartered Accountants

January 19, 2023

Vacancy for Articled Assistants/Paid Assistants

About Us:

Velu Muthu Associates, (VMA) Chartered Accountants, established in 1983, has a well-diversified clientele in the areas of Audit, Taxation and Corporate Secretarial Services.

VMA is looking to hire Articled as well as Paid Assistants.

Vacancies:

- **Articled Assistants:** (CA-Inter Single/Both Groups passed)- **5 vacancies**
- **Paid Assistants:** Semi Qualified CA (Articleship completed/ 1-2 years of experience preferred) – **2 vacancies**

Areas of Exposure:

- Statutory Audits
- Taxation
- Accounting and Advisory services
- Corporate Laws and secretarial services
- FEMA related services

Skill sets:

- Basic Computer skills including MS Office; Tally ERP must for paid assistants.
- Willingness to learn

Stipend/Salary:

Articled Assistants - monthly Stipend:

- Year 1: Rs. 7,000
- Year 2: Rs. 8,000
- Year 3: Rs. 9,000

Paid Assistants: Commensurate with experience – salary not a constraint for deserving candidates.

Contact us:

Interested candidates may mail their resumes to: vaidehi@vma.in

Call us at +91 95510 66125



1-B, Prabha, 17(old No:10) Bishop Wallers Avenue (E), Mylapore, Chennai – 600 004.
Tel: 2499 2540; email: velu@vma.in