

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

June 16, 2022

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;**

Requirement / Expectation:

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

**2. Paid Assistants – Internal Audit;**

Requirement / Expectation:

- Semi Qualified CAs / Qualified Chartered Accountants
- Should be open for travel.
- Must have at least 2-3 years of experience in **Internal Audits** and handled audits individually
- Knowledge on Tax Laws and Labour Laws
- Knowledge on Applications such as SAP and Navision
- Must be well-versed with MS Office and Excel analysis
- 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**

