



**K E K AND ASSOCIATES LLP**  
**Chartered Accountants**  
LLPIN : ABB-3928

Partners  
CA.B.Ethirajulu B.Com, FCA  
CA.L.Karthik M.Com, ACA  
CA.Keerthi.PR B.Com, FCA

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Date : 20/06/2023

To  
Secretary,  
ICAI-SIRC,  
Chennai-600034.



We **K E K AND ASSOCIATES LLP** are well known Chartered Accountant firm having head office at Chennai . We are rendering services in Statutory Filings, Concurrent Audit, ROC Compliances, Statutory Audit, Internal Audit, Forensic Audit and other related services.

We are currently looking for a committed, dedicated and self motivated who is suitable to work in healthy and professional environment.

**1. Paid Assistant**

The candidates must have passed CA (Inter) or B.COM with 2 years of Experience in any Audit Firm.

**Job Description:**

Assist in Preparation of Books of Accounts

Assist in Preparation and filing of Income Tax Return for Individuals, Partnership Firms, Trust, AOP and Companies.

Assist in Preparation and Filing of GST Monthly Return, Reconciliation of GSTR9/9C, TDS Return.

Willing to travel client places in and around Chennai.

Salary is not a Constraint for the right candidate. (Minimum – Rs.15,000)

**2. Articleship**

Candidate with good academic record, possessing computer and communication skills will be preferred

Stipend will be Rs.7,000/-(1 Year), Rs.8,000/-(2 year), Rs.9,000/-(3 year) and performance incentives.

**Contact Details:**

Candidates are requested to send their resume to [kekassociatesllp@gmail.com](mailto:kekassociatesllp@gmail.com).

Contact Mr. C.A. L Karthik

Mobile No: 8148731288

Interview Venue:

No.27/28, Parvathi Apartments,

Flat C, Second Floor, Damodharan Street,

T.Nagar, Chennai-600 017.



**Second Office**

Old No.A 18/2, New No.45,  
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**Branch Office - I**

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**Branch Office - II**

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