

September 13, 2023

We are looking for article trainees for our special assignment in Chennai to assist the team with the planning and execution of audit and tax assignments, enabling completion to a high standard within agreed timetable and budget and is motivated to perform and committed to effective client service and the quality of work meets the company's ethical and professional standards and supports organisational success.

Job title: Audit and Tax Associate

Report to: Manager

Responsibilities and Accountabilities:

- Assistance in preparation of the simpler financial statements, or review of client-prepared financial statements.
- Assistance in the conduct of an audit engagement under supervision and performing preliminary evaluation of client's internal control structure to identify weaknesses and areas for management consideration and improvement.
- Preparation of audit working papers to provide adequate documentation for audit findings, conclusions, and recommendations.
- Completion of allocated tasks to a high standard which meet set reporting and auditing standards.
- Preparation and filing of income tax returns, GST returns and TDS returns.

Skills:

Ability to develop an understanding of the role and function of audit for a large range of different entities, and pro-active in developing technical knowledge and understanding of current accounting and audit regulations, Income tax law, GST law.

- Good communication, interpersonal, planning and organising skills
- PC literate with good knowledge of Windows software and accounting systems.

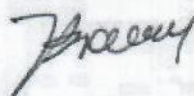
Qualification/Experience

- Graduate in Commerce or equivalent.
- No relevant experience is necessary but must be willing and able to undertake relevant accounting professional knowledge to gain experience in the role.
- Preference will be given to the candidate based in Chennai.

For SSVS & Associates

Chartered Accountant

FR.No. 013797S



CA Siva Ramakrishna M

Partner

M.No. 208567

