KMPC & Associates LLP
CHARTERED ACCOUNTANTS

No. 51, Saravana Perumal Street, Ground Floor,
Near Nobel Hospital, Puraswalkam, Chennai – 600084
E-Mail: team@kmpc.in Ph.: 044-42371067

Dt: 09.06.2025

The firm is looking for articles and paid assistants/accountants to join our team for the following job description:

1. **Management/Finance consulting including book-keeping:**
   To work closely with clients for their financial reviews; assist them with financial statement preparation in accordance with the applicable financial reporting framework; Projections and Forecasting; assist them with funding compliances; fund flow managements etc.,

2. **Internal Audits:**
   Review of processes w.r.t finance and operations; Optimization of the software they use; Software testing; Business environment reviews; Review of applicable law compliance; Analysis of financial data for decision making etc.,

3. **GST Compliance:**
   To assist clients in preparations of returns and filing; To review BOA for compliance with the law; To guide timely to adopt the changes in law; To draft and submit the replies to authorities' notices etc.,

4. **Domestic direct tax compliance:**
   To assist clients in preparations of returns and filing; To review BOA for compliance with the law; To guide timely to adopt the changes in law; To draft and submit the replies to authorities' notices; To conduct tax audits under the law etc.,

Skills Expected:

1. MS Office, hands on experience, more specifically Excel and Power Query.
2. Strong communication skills.
3. For Data Analysis, Power BI or any other suitable tool.
4. Knowledge of accounting principles, Indian tax system both direct and indirect, working of computer systems, software, and securities around it etc.,
5. Tally, Zoho Books, Busy etc.,

Interested candidates can send their resume to Praveen@kmpc.in; Mohit@Kmpc.in

Thank You,

KMPC & ASSOCIATES LLP FRN:S000026 Chartered Accountants

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