Rajan Chakravarthy & Associates
Chartered Accountants
First Floor, 'Avantika' #New No. 16 (Old No. 119/2), Sir P. S. Sivasamy Salai,
St. Ebbas Avenue, Mylapore, Chennai - 600004, India.
Email: rcachennai@gmail.com | Mobile No.: +91 99626 69345

16 December 2025

To
The Secretary, The ICAI, 122, MG
Road, Nungambakkam, Chennai –
600034, India.

Dear Sir,
Sub: Require Articled assistants

About RCA:
Founded in the year 1976, the firm, "RCA" as it is called by its clients, is a professionally managed Chartered Accountancy firm operating from Chennai and has been associated with RCA at the national capital region of Delhi, India. We are a paperless and cashless firm and operate completely in a cloud-based environment. RCA has *state-of-art infrastructure* and has adapted to digital transformations to improve the efficiency of its workforce. A unique virtual tool embedded with GPS is used for our office management. It helps RCA to monitor and complete works in a defined time frame and efficiently manage our articled assistants' work, employees and clients. Not a single day was lost at RCA due to Covid, since we are digital.

RCA conducts weekly in-house trainings in the physical mode or virtual mode to impart &enhance knowledge on various professionally relevant topics. We also invite various soft skills training experts to train our students on leadership, interpersonal and other personality development aspects. Students also get opportunities to present the relevant professional topics and improve their presentation skills.

Our firm is having a unique way of managing its clients by strategically allocating 30 to 40 clients into a 'Client BouqueT (CBT)'. These CBT's are handled by the students independently throughout the year. All deliverables of CBT in-charge go through 6 reviews including partners' reviews and clients' reviews to ensure quality deliverables. Required leadership skills training are provided by Ex McKinsey trainers/other leading soft skill trainers.

The firm handles statutory audits, tax audits, internal audits, GST audits, transfer pricing audits, bank audits, insurance audits and other such audits of several limited companies/ entities,Indian and foreign, in various fields of business, including in manufacturing, trading, healthcare, finance, IT, ITES, international courier, construction, real estate, automobile, banking, food industry, science & technology, transportation and logistics, education, etc We also handle all other types of work, including book keeping, Income Tax, GST, TDS, RBI related matters like FDI/ ODI companies, company incorporation both in India and abroad, transaction structuring, international taxation, certification etc. This comprehensive learning during their tenure with us will set them apart from the rest of the group.

Please visit our website www.rcacas.com for more details.

Our Requirement:
We need candidates:

1. Interested in articleship, who have Completed Intermediate Both Groups.
2. Possess good interpersonal and communication skills. &
3. Are hard-working and are willing to learn.
4. Generous stipend/ Salary will be paid.

Candidates willing to join are requested to contact
CA. P T Rajeev – 9962669345 or email your resume to ca.rajeevpt@gmail.com.

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA
Received On
16 DEC 2025
Counter
CHENNAI

Yours truly,
for Rajan Chakravarthy & Associates
Chartered Accountants

CA. P T Govindarajan, Senior Partner

RAJAN CHAKRAVARTHY & ASSOCIATES
CHENNAI
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CHARTERED ACCOUNTANTS