S S R R & ASSOCIATES
CHARTERED ACCOUNTANTS

Date:17th July 2025

To,

The Secretary,
SIRC OF ICAI,
No.122, M.G. Road,
Chennai -600 034.

SUB: VACANCY FOR THE POST OF AUDIT MANAGER

SSRR & Associates is a dynamic and growing **Chartered Accountant firm** committed to delivering high-quality financial, audit, and compliance services. With a focus on accuracy, efficiency, and client satisfaction, we cater to a diverse clientele across industries. Our firm operates with three specialized teams, each bringing expertise and dedication to their respective domains:

- **Audit Team** – Conducting thorough statutory and internal audits to ensure financial transparency, compliance, and control effectiveness.
- **Accounts Team** – Managing accounting operations, financial reporting, and bookkeeping with precision and attention to detail.
- **Compliance Team** – Specializing in **GST, Income Tax, and TDS filings**, ensuring that all statutory and regulatory obligations are met in a timely and compliant manner.

At SSRR & Associates, we believe in nurturing talent and fostering professional growth in an encouraging and collaborative work environment. Join us to grow your career with a firm that values excellence, teamwork, and continuous learning.

We have vacancy for the following position –

Position: Audit Manager

Position Overview:
We seek an experienced Audit Manager to lead audit engagements while ensuring compliance with auditing standards, tax laws, and ICAI's Code of Ethics. The role includes managing teams, overseeing client deliverables and ensuring quality and timely completion of assignments.

Key Responsibilities:

- **Team Leadership:** Guide, train, and review team members' work while promoting continuous learning. Manage teams to ensure timely and high-quality client deliverables, maintaining accurate financial records and reporting.
- **Compliance & Reporting:** Ensure adherence to laws, standards, and professional guidelines.

Office Address: #114, Royapettah High Road, Mylapore, Chennai – 600004
Phone no: 044-4782 1554| **E-mail:** admin@ssrr.co.in

- **Audit & Assurance:** Lead statutory, internal, tax, and special audits ensuring compliance and transparency.

Required Qualifications & Skills:

- **Experience:** Minimum 5 years of working experience in an Audit Firm
- **Technical Proficiency:** Strong knowledge of tax laws, GST, Companies Act, and audit methodologies.
- **Software Skills:** Proficiency in Tally, MS Excel, and audit tools.
- **Professional Ethics:** Commitment to ethical practices and ICAI guidelines.
- **Communication:** Strong verbal and written communication skills.

Work Environment:

- **Working Days:** Monday to Friday
- **Working Hours:** 9:30 AM to 6:00 PM
- **Additional Requirements:** Client site visits and extended hours during peak audit seasons.

Eligibility Criteria:

Candidates scheduled to appear for professional or academic examinations in **September 2025 or January 2026** are **not eligible** to apply, as the role requires immediate and uninterrupted availability.

Interested candidates can mail their resume to admin@ssrr.co.in

Thanking you,

SELVAKUMAR Digitally signed by SELVAKUMAR Date: 2025.07.17 15:17:02 +05'30'

S. Selva Kumar
Partner