ARV & ASSOCIATES
CHARTERED ACCOUNTANTS

To

The Secretary
The Institute of Chartered Accountants of India
SIRC Region, Nungambakkam, Chennai 600 034

Dear Sir/Madam,

Sub: Request for Display of Vacancy Advertisement on the Notice Board of ICAI Office

We, M/s. ARV & Associates, Chartered Accountants, have our office at No.47 & 49 Cart Track Road, Maduvinkarai, Guindy, Chennai 600 032, and wish to inform you that we have a vacancy in our firm for Articled Assistant.

We kindly request you to display our vacancy advertisement on the Notice Board of your esteemed office for the information of eligible candidates. A copy of the advertisement containing the relevant details is enclosed herewith for your kind consideration.

We shall be grateful for your support and assistance in this regard.

Thanking you,

Yours faithfully,

For ARV & Associates
Chartered Accountants
FRN.010247S

ARV & ASSOCIATES ★ Chartered Accountants ★ FRN 010247S

CA. K ARULAPPAN
Partner
Membership No. 202977

Contact No.: 9840586460
Email: arvassociates@yahoo.com

Chennai-600 032
22/12/2025

Encl: Copy of Vacancy Advertisement

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

ARV & ASSOCIATES
CHARTERED ACCOUNTANTS

Reputed CA Firm in Chennai invites applications for 10 positions across various roles to support comprehensive tax, accounting, and compliance services. Stipend will be provided with best industrial standard, ensuring competitive remuneration based on qualifications and experience.

Eligibility Criteria

- **CA/CMA Inter Qualified - Article Assistant**
- **CA/CMA Inter Qualified - Paid Assistant**
- **CA/CMA Inter (not qualified) - Paid Assistant**
- **MBA /M.Com./B. Com with Tally knowledge and MS Office proficiency**

Candidates meeting these criteria gain exposure in a professional environment focused on practical training and client services.

Services and Responsibilities
The firm offers hands-on experience in:

- **Auditing & Assurance: Statutory, Internal, and Tax Audits, along with GST Audits. Bank Statutory Audit, Concurrent Audit, Stock Audit, Revenue Audit**
- **Income Tax/GST return filing and replies to departmental notices, International Taxation**
- **Secretarial practice, ROC return filing, and company incorporation**
- **Tally Prime accounting, payroll management, TDS/PF/ESI return filing**
- **Project report/CMA data preparation**
- **All statutory registrations under various acts**

These roles provide diverse exposure in audit, tax compliance, and corporate services typical of reputed CA firms.

How to Apply:

Forward your resume with qualification details, contact number, and email to arvassocites@yahoo.com or contact 9840586460 immediately. Walk-in interviews available; mention "SIRC Vacancy Application" in subject line

We look forward to welcoming motivated and hardworking individuals to our team.

For ARV & Associates
Chartered Accountants
Firm Reg. No.010247S

ARV & ASSOCIATES ★ CA FR'N 010247S ★ Chartered Accountants

CA. K. ARULAPPAN
Managing Partner
9840586460

Chennai-600 032
22/12/2025

47 & 49, Cart Track Road, Maduvinkarai, Guindy, Chennai - 600 032
(Beta Matriculation Hr. Sec. School Campus)
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Website : www.arvassociates.com