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

CA. K ARULAPPAN
Partner
Membership No. 202977

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

Chennai-600 032
18/03/2026

Encl: Copy of Vacancy Advertisement

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA
Received On
18 MAR 2026
Counter
CHENNAI

47 & 49, Cart Track Road, Maduvinkarai, Guindy, Chennai - 600 032
(Beta Matriculation Hr. Sec. School Campus)
Cell : 98840 84011, Ph : 044-2255 2290 | Email : arvassociates@yahoo.com, arvassociate@gmail.com
Website : www.arvassociates.com

ARV & ASSOCIATES
CHARTERED ACCOUNTANTS

CA/CMA Article Assistant Vacancy

We are an **Established Chartered Accountancy firm based in Chennai**, looking for candidates with high self-esteem, good discipline, a drive to learn, and a focus on their profession.

As an Article Assistant with us, you will gain hands-on experience and valuable exposure to a diverse range of professional services, including:

- **Auditing & Assurance:** Company Statutory, Internal, and Tax Audits, Bank Branch Statutory Audit, Concurrent Audit, Revenue Audit, Stock Audit along with GST Audits across various industries, providing valuable insights into how businesses really work.
- **Taxation:** Direct and Indirect Tax compliance, including ITR, TDS, and GST return filings, Tax Planning, Representation before Authorities, and Advisory on Transfer Pricing, enabling you to become proficient in compliance and planning.
- **Financial Advisory:** Corporate finance, Business Valuation, and Due Diligence, giving you the expertise to value businesses and conduct thorough financial analysis.
- **Accounting & Bookkeeping:** Tally Prime Complete accounting solutions, including payroll processing and financial statement preparation.
- **Company Law & Secretarial Practices:** ROC filings and New Company Incorporations, helping you understand the legal framework that forms the backbone of corporate entities.
- **Management Consultancy:** Business process improvement, Financial Modelling, Project Reports, CMA data preparation, and Strategic Planning, empowering clients to streamline processes and plan effectively.

This is an excellent opportunity to build a **strong foundation for your professional career**. We provide a supportive learning environment and mentorship to help you grow.

Vacancy Details

- **Positions Available:** 3
- **Eligibility: Article Assistants:** CA Intermediate (IPCC) or CMA Intermediate cleared.
- **Minimum Stipend Range:** ₹10,000 - ₹15,00 per month
- **Maximum Stipend Range** ₹10,000 - ₹20,000 per month
- **Performance Review: Every 6 months**

How to Apply: Interested candidates can send their updated resume to **arvassociates@yahoo.com**.

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

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

CA. K. ARULAPPAN
Managing Partner
9840586460

Chennai-600 032
18/03/2026

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