S. UDAYA KUMAR ASSOCIATES
Chartered Accountants

Suite No.208, 2nd Floor, City Centre,
186, Purasawalkam High Road, Chennai - 10.
Mobile : **98400 73910 / 97909 53910**
email : s.udayakumarassociates@gmail.com

To
The Institute of Chartered Accountants of India
Southern India Regional Council (SIRC)

Date: February 02, 2026

Sub: Request to Circulate Vacancy for Articled Assistants and Paid Assistants

Dear Sir/Madam,

We, **S. UDAYA KUMAR ASSOCIATES**, Chartered Accountants, request your esteemed office to kindly display the enclosed advertisement on your notice board. Our Firm specializes in audits (statutory, internal, and concurrent), tax compliance, and regulatory reporting for companies.

To support our expanding operations, we invite applications for the following positions:

- **ARTICLED ASSISTANTS (Articleship Training)**
  - *Stipend:* as per ICAI guidelines.
  - *Eligibility:* Students pursuing CA Articleship as per ICAI requirements.

- **PAID ASSISTANTS (Semi-Qualified/Experienced)**
  - Salary: Competitive, based on experience and ICAI guidelines.
  - Eligibility: CA Inter qualified/unqualified, CA Final students, or commerce graduates with 1-2 years in audit/tax.
  - Key Expectation: Willingness to travel.

CORE RESPONSIBILITIES: Conducting statutory/internal audit fieldwork, preparing IT/GST computations, handling MCA/GST compliance filings, financial reporting, and client coordination.

PREFERRED COMPETENCIES: Proficiency in Tally/Excel, familiarity with MCA/Income Tax portals, knowledge of Companies Act 2013 and GST regulations, strong communication skills, and travel readiness.

Interested candidates should email their updated CV to ***auditor.udaya@gmail.com***. Use subject line: ***"ICAI-ADVERT - [Your Name] - [Contact Number]"***. We will contact shortlisted applicants promptly. We offer ICAI-standard coaching, extensive industrial exposure, and robust career progression opportunities.

Thanking you.

Yours sincerely,
For **S.UDAYAKUMAR ASSOCIATES**

S.UDAYAKUMAR ASSOCIATES
No.208
2nd Floor City Centre
186, Purasawalkam
High Road Ch-10
Firm Regn No
006639S
Chartered Accountants

S. UDAYA KUMAR
Membership No: 201004