JEEVAN & ASSOCIATES
CHARTERED ACCOUNTANTS

S.P. Towers, 2nd Floor, 2B
No.81, Valluvar Kottam High Road,
Nungambakkam,
Chennai – 600 034, Tamil Nadu.

To
The Secretary,
The Institute of Chartered Accountants of India (ICAI),
Southern Region, Nungambakkam High Road,
Chennai – 600 034

REQUEST TO DISPLAY IN NOTICE BOARD

Sub: Required **Articled Assistants and Audit Managers - Number of vacancies available: Articles : 4 Managers : 2**

We are a well-established Chartered Accountant Firm requiring **Articled Assistants and Audit Managers**

At JnA, you will receive comprehensive practical training and hands-on exposure across diverse areas of Chartered Accountancy practice, including:

- Preparation and filing of Income Tax Returns (ITRs) and Tax Audit assignments.
- Financial and Tax Due Diligence for mergers, acquisitions, and business transactions.
- Statutory Audits, Corporate Compliances, and ROC-related matters.
- Internal Audits, MIS preparation, Business Restructuring, and Management Consultancy assignments.
- GST compliance, including Return Filing, Annual Filings, and GST Audits.
- GST litigation support, including GSTAT representations.
- Practical exposure to leading accounting and ERP platforms such as SAP, Microsoft Business Central, Tally, and Zoho Books.

We are looking for **enthusiastic, self-motivated and dedicated professionals** who are eager to learn, take on new challenges and grow along with the organisation.

Our **Articled Assistants** are encouraged to take ownership of assignments, interact directly with clients and gain hands-on exposure across diverse areas of professional practice. This enables them to develop the **technical, analytical, communication and professional skills** essential for building a successful career as a Chartered Accountant.

For experienced professionals, we are looking for **Managers with strong leadership capabilities**, a willingness to learn and the ability to take responsibility, guide teams and build lasting client relationships.

At **Jeevan and Associates**, we believe in providing a learning-oriented environment where every team member gets an opportunity to take initiative, handle challenging assignments and develop a strong professional foundation.

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If you are passionate about learning, growing and building a rewarding career in the profession, we would love to have you join our team.

Contact Mobile Nos: 98841 37065 – Jeevan Kumar. B // 98848 24742 – Mahima Jeevan Kumar
Email Address: **CA.JEEVANKB@GMAIL.COM // CA.MAHIMAJEEVAN@GMAIL.COM**

Thanking you,
Yours Sincerely,

-sd/-
Mahima Jeevan Kumar
Partner
Jeevan & Associates

Address:
S.P. Towers, 2nd Floor, 2B, No. 81,
Valluvar Kottam High Road,Nungambakkam
Next to Nungambakkam Police Station,
Chennai – 600 034, TN.