FRN: 022453S
John Anthony Jose
B.com, PGDM (Fin), CA, CFA

JOHN ANTHONY & CO

No AI 54, Building No 106,
2nd Floor, AI Block, Shanthi colony,
Anna Nagar, Chennai-600040
Mail: info@johnanthony.in
Phone: +91 98845 42227

Date: 11th March 2026

Position: Article Assistant
Firm: John Anthony and Co., Chartered Accountants
Location: Anna Nagar - Chennai
Reporting to: Partner / Manager – Audit & Advisory

About the Firm
John Anthony and Co. is a Chartered Accountancy firm providing statutory audit, internal audit, financial consultancy, management consulting, investment banking support and transaction advisory, to clients across diverse sectors. We offer structured learning, strong professional exposure and a performance-driven work environment.

Role Objective
The Article Assistant will work closely with partners and seniors on audit and advisory engagements, with strong exposure to statutory audit, internal audit, financial analysis, due diligence and transaction support. The role is designed to provide comprehensive practical training in line with ICAI requirements.

Key Responsibilities:

Statutory Audit:
- Assist in planning and executing statutory audits of companies, LLPs and other entities in accordance with applicable Standards on Auditing and Companies Act requirements.
- Perform test of controls and substantive procedures on revenue, expenses, assets, liabilities and disclosures.
- Prepare working papers, schedules, lead sheets and documentation supporting audit conclusions.
- Assist in drafting audit reports, CARO reporting points and management letters.

Internal Audit and Controls:
- Participate in internal audit assignments covering process walkthroughs, risk and control identification and testing.
- Document process notes, control matrices and audit findings with root-cause analysis.
- Assist in recommending process improvements, control enhancements and compliance measures to clients.

Financial Consultancy and Management Consulting:
- Support preparation and analysis of financial statements, MIS, budgets and variance analysis for clients.
- Assist seniors in financial modelling, ratio analysis, cash flow analysis and business performance reviews.
- Contribute to assignments relating to business process review, SOP drafting, cost optimisation and performance dashboards.

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Investment Banking and Transaction Support:

- Assist in preparation of pitch decks, information memoranda, financial projections and investor presentations.
- Support valuation and deal analysis through data compilation, benchmarking, peer comparison and basic modelling.
- Work on transaction support assignments including due diligence, data room management and preparation of deal documentation support schedules.

Due Diligence:

- Participate in financial, tax and compliance due diligence of target entities.
- Perform analysis of historical financial statements, key accounting policies, off-balance sheet items and contingencies.
- Assist in preparing due diligence workpapers and sections of due diligence reports, highlighting key findings and red-flag issues.

General Responsibilities:

- Coordinate with client personnel to obtain data, clarifications and supporting documents within agreed timelines.
- Ensure proper filing, indexing and referencing of all engagement documentation as per firm standards.
- Stay updated with changes in Accounting Standards, Standards on Auditing, Companies Act, Income-tax, GST and SEBI/other relevant regulations.
- Adhere to professional ethics, confidentiality norms and timelines set by the firm and by clients.

Technical Skills

- Good understanding of accounting principles, basic standards and corporate laws relevant to audits.
- Working knowledge of MS Excel, Word and PowerPoint; familiarity with accounting / ERP software will be an advantage.
- Ability to read and interpret financial statements, notes to accounts and basic legal/commercial documents.

Behavioral Competencies

- Strong analytical ability, logical thinking and attention to detail.
- Good written and verbal communication skills for client interaction and documentation.
- Positive attitude, willingness to learn and ability to work diligently.
- Team player with professional discipline, integrity and ownership of assigned work.

Articleship Tenure and Benefits

- Tenure and working hours as per ICAI guidelines.
- Stipend: Rs. 10000/month.
- Structured exposure across statutory audit, internal audit, financial consultancy, management consulting, investment banking support and due diligence, with performance-based responsibility enhancement.
- In-house training sessions and support for professional exam preparation, subject to firm policy.

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Contact details:

- Interested candidates please share your CV to vasanth@johnanthony.in / call or send WhatsApp to 9884542227

For JOHN ANTHONY JOSE
Chartered Accountants

JOHN ANTHONY JOSE
Partner