KOLANJIVEL & ASSOCIATES,
CHARTERED ACCOUNTANTS

To:
The Secretary,
The ICAI,
ICAI Bhawan, 122, Mahatma Gandhi Road,
Nungambakkam, Chennai-600 034.

09.01.2026

Sir,

Sub: CA Article Assistant Vacancies.

We have vacancies for CA Article Assistant in our office. Candidates having Good Knowledge in MS-Office applications, Tally, Zoho, E-Freight ERP, Mygate will be given preference. The candidate will get immense exposure to the following areas.

1. Statutory Audit - Corporate & Non Corporate.
2. Tax Audits.
3. GST – Registration, Monthly Filing, Annual compliance, Audit and Refunds.
4. Foreign Direct Investments and FEMA & RBI compliances.
5. Maintaining Proper books of accounts.
6. Incorporation of New company (All ROC Filings).
7. Legal advice and compliances to Corporates.
8. Various License for all the startups (Including Factory License).
9. Various legal drafting for business.
10. Company Secretarial Practice.
11. Business Planning Report and Other Management Reporting.
12. Statutory Bank Branch Audit
13. Concurrent Audit of Banks.
14. Budget Preparation and Financial Analysis.
15. Section 8 Company legal compliance
16. Corporate Social Responsibility legal compliance.
17. HR & CE Temple Accounting, Tax Filings and other legal compliance.
18. Project Finance and Compliance
19. AOP Accounting, Auditing, IT Filings, Compliance (Residential Welfare Association)
20. Tax Litigation matter (Income Tax and GST).

Interested candidates may contact through mobile or forward the resume to the mail id and mobile number mentioned below.

Thanking you,

For Kolanjivel & Associates,
Chartered Accountants,
Firm Reg No: 017365S

Kolanjivel & Associates ★ Chennai-116 M.No:225992 ★ Chartered Accountants ★

THE INSTITUTE OF CHARTERED ACCOUNTANTS OF INDIA ★ CHENNAI ★
Received On
13 JAN 2026
Counter

CA.Kolanjivel.V
M.Com., FCA., FCMA., ACS., LL.B.,
Mem No: 225992
Proprietor

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