RAJA RAM MORE, B.Sc.,FCA.,
INDIA

R.R. MORE & CO
CHARTERED ACCOUNTANTS

D-4, First Floor, Rams Appts., 21, Raja Annamalai Road, Purasawalkam, Chennai - 600 084. Ph. : 044-26432011 E-mail : rrmore.ca@gmail.com

Vacancy for Articleship

Join Our Team

We are Chartered Accountancy firm with over **45 years of professional experience** in providing comprehensive solutions to corporate and non-corporate clients in the areas of **Direct and Indirect Taxation, Audit, Accounting, and Regulatory Compliance**.

Our team comprises experienced Chartered Accountants and dedicated professionals who are committed to mentoring aspiring CAs and providing them with practical exposure that contributes to both professional and personal growth.

We are inviting applications from **motivated, dedicated, and detail-oriented CA Articled Assistants** to join our firm as part of the mandatory practical training prescribed by the ICAI. The selected candidates will gain hands-on experience across various domains under the guidance of qualified professionals and senior team members.

Key Responsibilities & Learning Opportunities

1. Audit & Assurance

- Assist in statutory, tax, and internal audits.
- Perform vouching, verification, and documentation of financial records.
- Prepare audit working papers and support the preparation of audit reports.
- Participate in stock audits and physical verification assignments, wherever required.

2. Accounting & Bookkeeping

- Maintain books of accounts using accounting software such as Tally and ERP systems.
- Prepare bank reconciliations and financial statements in compliance with the applicable legal framework.
- Assist in the finalisation of accounts.

3. Taxation

- Assist in the preparation and filing of Income Tax Returns (ITRs) for individuals, firms, LLPs, and companies.
- Support GST registrations, return filings, and compliance activities.
- Assist in tax audits and the preparation of income tax computations.

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- Prepare documentation for GST and Income Tax appeals and assist in filing the same.

4. Compliance & Regulatory Work

- Assist in ROC filings and corporate law compliance.
- Support the preparation of financial reports and statutory documentation for regulatory authorities.
- Maintain client records and statutory documentation.
- Assist in secretarial compliance assignments.

5. Client Interaction

- Coordinate with clients to collect financial information and supporting documents.
- Provide basic clarifications to clients under the supervision of senior professionals.
- Develop professional communication and client management skills.

What You Will Gain

- Practical exposure to audit, taxation, accounting, and compliance assignments.
- Guidance and mentorship from experienced Chartered Accountants.
- Opportunities to work with a diverse portfolio of corporate and non-corporate clients.
- A professional learning environment focused on developing technical knowledge and practical skills.

Eligible Candidates: CA Intermediate students eligible to commence Articleship under the ICAI regulations.

Interested candidates may send their resume to rrmore.ca@gmail.com or contact **+91 98401 01966** for further details.

Yours Faithfully,
For RR More & Co,
Chartered Accountants,



CA Raja Ram More
Proprietor