

Vacancies for Article Assistants and Paid Assistants

We invite applications from **CA & CMA students** seeking to enroll as **Article Assistants**, as well as from candidates interested in positions as **Paid Assistants**.

Eligibility:

- Strong communication skills
- Working knowledge of MS Office, Tally, and related applications
- A genuine interest in learning and gaining practical exposure in the profession.

Stipend for CA Article Assistants:

<u>Training Period</u>	<u>First Year</u> (p.m.)	<u>Second Year</u> (p.m.)
Students who have cleared both groups together in their first attempt	₹17,000/-	₹21,000/-
Other Students	₹16,000/-	₹19,000/-

Areas of Exposure:

- Direct Taxes – Income Tax Return Filing, Tax Planning, Scrutiny Assessments, Appeals and related compliances.
- Tax Deducted at Source (TDS) compliances.
- GST – Return Filing, Departmental Representations and Appeals and other compliances.
- Audit Assignments – Statutory Audits, Tax Audits and Internal Audits.
- Drafting of deeds, agreements and other legal documents.
- Accounting, bookkeeping and other professional assignments handled by a CA firm.

Interested candidates may forward their resumes to:

Email: govindkiran@yahoo.com / guptaandkiran@gmail.com

For **GUPTA & KIRAN**

Chartered Accountants

Sd/-