



To,
The Chairman,
Hyderabad Branch of SIRC of ICAI,
11-5-398/C, Red Hills, Lakdikapul
Hyderabad- 500004.

Dear Sir/Madam,

Sub: Vacancies for "Semi-Qualified Chartered Accountants" in our firm M/s Manindar and Associates -Reg.

We would like to bring to your kind notice that we have **three (3) vacancies for Semi-Qualified Chartered Accountants** at our firm. We are looking for dynamic candidates who have completed their CA articleship and possess strong technical knowledge in Indirect Taxation.

The job role is specifically focused on **GST Compliance and Litigation**, including the following responsibilities:

- Filing of monthly and quarterly **GST Returns** (GSTR-1, GSTR-3B, GSTR-6 etc.)
- Periodical review of **GST Compliance**.
- Preparation and filing of **Annual Returns (GSTR-9)** and **Reconciliation Statements (GSTR-9C)**
- Drafting and filing **replies to GST Notices**.
- **Preparation and filing of GST Refunds.**

An attractive salary package commensurate with the candidate's experience and technical proficiency will be offered.

Our firm is located at: H. No. 8-1-351/24/B,
Anwar Manzil, Rahul Colony,
Toli Chowki, Hyderabad- 500008.

Interested candidates can send their resumes to this whatsapp no: 8838752633/E-mail: lakshminarayanas@mnaca.in.

We hereby request the ICAI Hyderabad Branch authorities to kindly add this request letter to the **job vacancy section on branch website** and also **paste the physical copy in the "Notice Board" of the Branch premises.**

Thanking You,

Yours faithfully,

**For M/s Manindar and Associates
Chartered Accountants**

Firm Regn. No. 0240155
CA Manindar Kalkarla
Proprietor
M.No. 227768

Place: Hyderabad

Date: 27-01-2026