

26 February 2025

To
The Secretary
Institute of Chartered Accountant of India
Hyderabad Branch Office of SIRC
11-5-398/C, Near Niloufer Hospital
Red Hills, Lakdikapul, Hyderabad, Telangana – 500 004

Dear Sir / Madam,

Sub: Vacancy for Article Assistants & Paid Assistants

We provide the detailed requirements for the open position along with the exposure we offer, as outlined below:

Position: Paid Assistants; **No. of Openings:** 2 Positions

Requirements: We are seeking Paid Assistants who have completed either one or both groups of CA Inter or having 1-2 year of experience. Candidates should possess strong analytical and problem-solving skills, along with excellent communication and interpersonal abilities. The ideal candidates should be able to work effectively in a team environment, meet deadlines and uphold a high level of integrity, professionalism, and attention to detail.

Position: Article Assistants; **No. of Openings:** 3 Positions

Requirements: Candidates should have strong communication skills, both oral and written, along with strong conceptual clarity on the subject. They should be willing to extend their working hours when needed and actively support the team with their dedication and commitment.

Other Details:

Exposure: Deserving candidates will gain exposure in Corporate Tax, Transfer Pricing, FEMA, GST, Corporate Audits, Tax Audits, and Accounting.

Paid Assistant Salary: Depending on the candidate's experience

Article Assistant Stipend: Year 1 – INR. 8,000 to INR. 10,000 & Year 2 - INR. 10,000 to INR. 12,000

Office Location: Near DMart, Kavuri Hills, Madhapur, Hyderabad

Interest candidates can send their resumes to support@vchandassociates.in or mounika.ca@outlook.com or What's App on 85208 79320.

We request the branch authorities to kindly publish this request letter on the branch website and also place a hard copy at the ICAI premises for the benefit of candidates seeking job or internship opportunities.

Thank you in advance.

For H R C & Associates



Authorised Signatory



Address:

3rd Floor, Plot No. 208, Kavuri Hills, Phase 2 Road, Behind D Mart,
Madhapur, Hyderabad, Telangana 500 081