Artha®
Building Homes. Building Wealth.

Date: 22.03.2017

To
Mr. Suryanarayan
ICAI Bhawan, 16/0 Millers Tank Bed Area,Vasanth Nagar,
Behind Mahaveer Jain Hospital,
Bangalore, Karnataka - 560052

Dear Sir

Sub: Requirement of CA Trainee

Artha is South India's fastest growing real estate brand, incorporated in 2008, and is synonymous with building homes and thereby creating wealth for its customers. Artha has quickly changed the face of the realty market in South India and has become a household name in Bangalore & Chennai.

We are looking for CA trainees – 2 nos., who has passed his / her CA inter and is looking for a period of 12 months, as per the guidelines of Institute. The job description of the trainee is mentioned below:
Requirement 1 -

- Take care for Revenue accounting
- Knowledge for Scrutinizing of all Ledgers
- Collecting & tracking the different input into all departments for goal setting process
- Strong knowledge require for reconciling of Bank/customer/Vendor/General ledger.
- Require the basic knowledge in process step in any ERP system.
- Fixed asset management for Capitalization, deprecation of the assets, etc.
- Require to preparation of different type of MIS.

Requirement 2 –

- Statutory (VAT, ST,PF, PT etc.,),Tax reconciliation (VAT, TDS, PT, ST, etc.), bank reconciliation
- Review vendor activity to ensure all monthly invoices have been received and processed
- Review contract obligations to ensure all contract invoices have been received and processed
- Review and process Accounts Payable batch prepared by an Accountant
- Perform various account reconciliations and work to resolve any discrepancies
- To prepare financial statements and supporting schedules required for monthly books closure

We look forward to versatile young candidates possessing a good knowledge, good communication skills and eagerness to learn.
Interested candidates may send their resume/ CVs to the undersigned by e-mail at hr@artha.in; or deepak@artha.in

You may reach us on the telephone no.080-49081154 on working days.
We request you to place this requirement on the notice board at premises and upload on the website of Bangalore Chapter of ICAI.

Thanking you,

Yours faithfully,
For **Artha Real Estate Corporation Limited**

Giridhar Kumar
Chief Financial Officer