

### SGPA & ASSOCIATES

📍 Office Location: Jyangra, Ghoshpara Bazar, Baguiati, Rajarhat Road, Kolkata – 700059

📞 Contact: +91-7847837543

✉ Email: [consultsgpa@gmail.com](mailto:consultsgpa@gmail.com)

#### Job Description:

**\*\*Position:\*\*** Required CA Articles (Transfer cases are also accepted)

SGPA & Associates is a 6-year-old CA firm located in Kolkata, offering a dynamic environment for learning and professional growth.

#### Stipend Structure:

| Year     | Stipend Amount |
|----------|----------------|
| 1st Year | ₹6,500/-       |
| 2nd Year | ₹9,000/-       |

#### Nature of Assignments Covered:

- Business & Financial Management Services – Advisory services for business growth and financial planning.
- Bookkeeping – Regular maintenance and finalization of books of accounts.
- TDS Compliance – Registration, computation, return filing, attending hearings, and related services.
- Audit & Certification – Bank audits, school audits, college audits, tax audits, and statutory audits under the Companies Act and other statutes.
- Income Tax Services – Registration, consultancy, return filing, attending hearings, and related assistance.
- Indirect Tax Compliance – Registration, computation, return filing, attending hearings, and associated services.
- Entity Incorporation – Incorporation of companies, LLPs, AOPs, trusts, societies, etc.
- ROC Compliance – Filing forms like MGT-7/7A, AOC-4, DIR-3 KYC, DPT-3, Form 8, Form 11, etc.
- Tax Planning & Management – Comprehensive solutions for tax planning and compliance.
- Legal Assistance – Drafting and vetting deeds and legal documents.

✉ **Apply Now: Mail your CV to: [consultsgpa@gmail.com](mailto:consultsgpa@gmail.com)**

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Branches: **Katihar | Bardhaman (E)**

*Sachin Gupta*

