

EMPLOYEE BACKGROUND VERIFICATION FORM

COMPANY FULL NAME : Wortgage Technologies Pvt Ltd

Please note that it is mandatory for you to complete the form in all respects. The information you provide must be complete and correct and the same shall be treated in strict confidence. The details on this form will be used for all official requirements should you join the organization.

Position applied for	Job Location
Video Editor	Bangalore

Personal Information			
Bhavin Balan Manari		Former Name / Maiden Name (if Applicable)	
Balakrishnan Manari		06-08-1995	
Gender <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female	Social Security Number (if applicable)	Nationality Indian	Marital Status Single
Current Address		Period of stay	Contact Details for Verification
Door No / Plot No	22, 168	From (Month/Year)	0484-2607677
Premises Name			
Floor			
Corss / Main / Street	Rose Lane		
Village Name	Thottakkattukara		
Post		To (Month/Year)	9447590100
Taluk	Aluva Municipality		
District	Ernakulam		
State	Kerala		
Prominent Landmark	Aluva Metro Station		

Permanent Address		Period of stay	Contact Details for Verification
Door No / Plot No	22,168	2000-	0484-2607677
Premises Name			
Floor			
Corss / Main / Street	Rose Lane		
Village Name	Thottakkattukara		
Post		To Till date	9447590100 Mobile number
Taluk	Aluva Municipality		
District	Ernakulam		
State	Kerala		
Prominent Landmark	Aluva Metro Station		

Education Qualification - Please attach copy of Degree and Final year mark sheet

College Name & Address	University Name & Address	Dates Attended		Qualification Gained	ID /Roll No
		From	To		
G.R.D Avinashi Road, Civil Aerodrome Post, Sitra, Coimbatore	Bharatiar University Maridhumalai, Coimbatore	20/7/2013	28/5/2017	Visual Communication Graduate	13BVC111,14BVC115
<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time					

College Name & Address	University Name & Address	Dates Attended		Qualification Gained	ID /Roll No
		From	To		
2		dd/mm/yy	dd/mm/yy	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	

College Name & Address	University Name & Address	Dates Attended		Qualification Gained	ID /Roll No
		From	To		
3		dd/mm/yy	dd/mm/yy	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	

College Name & Address	University Name & Address	Dates Attended		Qualification Gained	ID /Roll No
		From	To		
4		dd/mm/yy	dd/mm/yy	<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	

Please tick mark the documents submitted for this qualification along with this form

☐ Marksheet
 ☐ Provisional Certificate
 ☐ Degree Certificate
 ☐ None

Previous Employment History - Please attach a copy of your relieving letter/service certificate

The Coco Factory		Pottakuzhi - Mamangalam Road, N Janatha Rd, Palarivattom, Kochi, Kerala 682025	
9895818435	Employee Code/No	Design Head	Marketing
Employment Period		Manager's Name	9895818435
From	To	Navaf Sidhique	Can a reference taken now?
Jul-19	Dec-20	navaf@thecocofactory.in	<input checked="" type="checkbox"/> Yes <input type="checkbox"/> No
Duties & Responsibilities		Reasons for leaving	
All social Media designs, Product Packaging designs, Product Photoshoots, Product Videos and all branded printing.			
Rs.15,000	Was this Position	Agency Details (if temporary or contractual), provide details	
Rs.25,000	<input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Contractual		
Please tick mark the documents submitted for this employment			
<input type="checkbox"/> Service Certificate <input checked="" type="checkbox"/> Relieving letter <input type="checkbox"/> Offer letter <input checked="" type="checkbox"/> Any Other <input type="checkbox"/> None Salary Increment Letter			

Previous Employment History - Please attach a copy of your relieving letter/service certificate

Note: Please ensure that you are descriptive wherever necessary – e.g. If company has closed, do mention it. Employee Code/ ID/ Number is mandatory. If your previous employer did not provide one, please mention and state reasons for the same.

Telephone No		Employee Code/No	Designation	Department
Employment Period		Manager's Name	Manager's Contact No	
From	To		Manager's Email ID	
Duties & Responsibilities		Reasons for leaving		
First Salary drawn	Was this Position	Agency Details (if temporary or contractual), provide details		
Last Salary drawn	<input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Contractual			
Please tick mark the documents submitted for this employment				
<input type="checkbox"/> Service Certificate <input type="checkbox"/> Relieving letter <input type="checkbox"/> Offer letter <input type="checkbox"/> Any Other <input type="checkbox"/> None (please specify)				

Previous Employment History - Please attach a copy of your relieving letter/service certificate

Name of Employer (3)		Address of Employer	
Telephone No	Employee Code/No	Designation	Department
Employment Period		Manager's Name	Manager's Contact No
From	To		Manager's Email ID
Duties & Responsibilities		Reasons for leaving	
First Salary drawn	Was this Position <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Contractual	Agency Details (if temporary or contractual), provide details	
Last Salary drawn			
Please tick mark the documents submitted for this employment <input type="checkbox"/> Service Certificate <input type="checkbox"/> Relieving letter <input type="checkbox"/> Offer letter <input type="checkbox"/> Any Other <input type="checkbox"/> None (please specify)			

Documents Required (Mandatory)Education:

- Photocopy of degree certificate and final mark sheet of all examinations

Employment

- Photocopy of relieving / experience letter for each employer mentioned in the form

Government Identity or Address Proof

- Passport Copy / Driving License / Voter ID / Aadhaar Card / Bank Passbook

Declaration and Authorization

I hereby authorize GoldQuest Global HR Services Private Limited and its representative to verify information provided in my application for employment and this employee background verification form, and to conduct enquiries as may be necessary, at the company's discretion. I authorize all persons who may have information relevant to this enquiry to disclose it to GoldQuest Global HR Services Pvt Ltd or its representative. I release all persons from liability on account of such disclosure.

I confirm that the above information is correct to the best of my knowledge. I agree that in the event of my obtaining employment, my probationary appointment, confirmation as well as continued employment in the services of the company are subject to clearance of medical test and background verification check done by the company.

Signature: Bhavin Manari

Name: Bhavin Manari

Date: 19-05-2021

**THE COCO FACTORY**

40/540A, North Janatha Road
Mamagalam, Ernakulam
Kerala - 682025.

Ref: TCF/HR/2020/0012

21st December 2020

TO WHOMSOEVER IT MAY CONCERN

This is to certify that Mr Bhavin Manari, S/o Balakrishnan Manari Manari House 22/168 Rose Lane Thottakkattukara Aluva was working with our organisation as Graphic Designer from 6th July 2019 till 21st December 2020.

During his tenure with us, we found him honest, sincere & hardworking to the best of his ability. We wish him success in all his future endeavours.

FOR THE COCO FACTORY

NAVAF SIDHIQUE
(CEO)





ഭാരത സർക്കാർ

Government of India



ഭവീൻ മാനാരി

BHAVIN MANARI

അച്ഛൻ : ബാലകൃഷ്ണൻ മാനാരി

Father : BALAKRISHNAN MANARI

ജനന തീയതി/DOB: 08/06/1995

പുരുഷൻ / Male

3492 0458 6681



ആധാർ - സാധാരണക്കാരന്റെ അവകാശം



ഭാരതീയ സവിശേഷ തിരിച്ചറിയൽ അതോറിറ്റി

Unique Identification Authority of India

മേൽവിലാസം: -, മാനാരി 22 168

റോസ് ലൈൻ, തോട്ടക്കാട്ടുകര, -, ആലുവ

എറണാകുളം, കേരളം, 683108

Address: MANARI 22 168,

ROSE LANE,

THOTTAKKATTUKARA, -,

Aluva, Uliyannoor,

Ernakulam, Kerala, 683108

3492 0458 6681



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1800 300 1947



help@uidai.gov.in

WWW

www.uidai.gov.in

आयकर विभाग

INCOME TAX DEPARTMENT



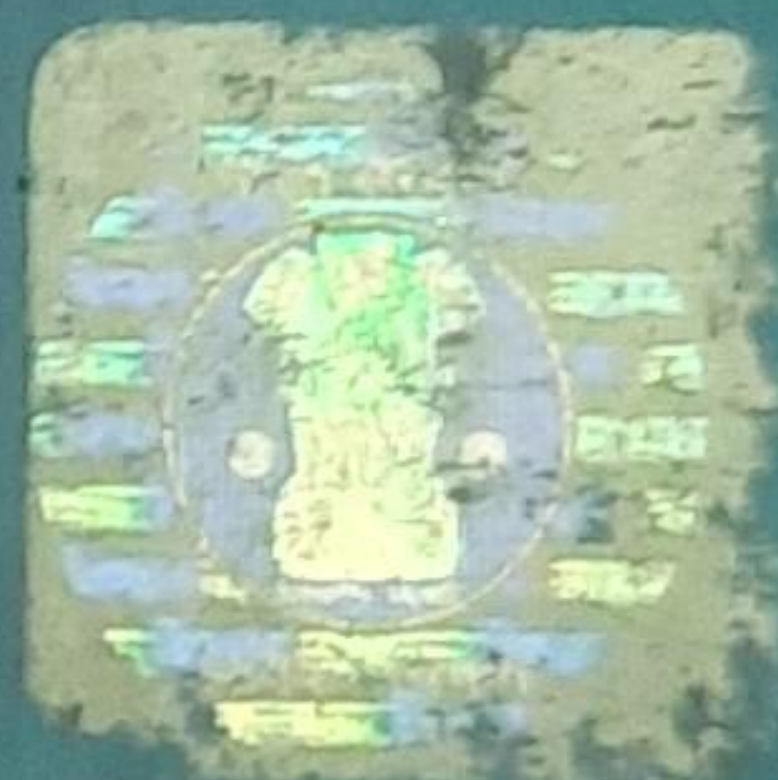
भारत सरकार

GOVT. OF INDIA



स्थायी लेखा संख्या कार्ड
Permanent Account Number Card

DWPPM6242C



नाम / Name

BHAVIN MANARI

पिता का नाम / Father's Name

BALAKRISHNAN MANARI

जन्म की तारीख / Date of Birth

08/06/1995

हस्ताक्षर / Signature

