

EMPLOYEE BACKGROUND VERIFICATION FORM

COMPANY FULL NAME :

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
L1 SUPPORT ENGINEER	BANGALORE

Personal Information

Full Name (First, Middle, Last)	RAGHAVENDRA K	Former Name / Maiden Name (if Applicable)	
Father's Name	RAMESH RAO K	Date of Birth (DD/MM/YY)	12/05/1996
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	SRI SHARADA NILAYA	
Premises Name	BEHIND VIKAS PUBLIC SCHOOL	From (Month/Year)
Floor		APR-2021
Corss / Main / Street	VIRUPAPUR NAGAR	
Village Name		
Post	GANGAVATHI-583227	To (Month/Year)
Taluk	GANGAVATHI	PRESENT
District	KOPPAL	
State	KARNATAKA	
Prominent Landmark		

Permanent Address	Period of stay	Contact Details for Verification
Door No / Plot No	SRI SHARADA NILAYA	
Premises Name	BEHIND VIKAS PUBLIC SCHOOL	From (Month/Year)
Floor		APR-2021
Corss / Main / Street	VIRUPAPUR NAGAR	
Village Name		
Post	GANGAVATHI-583227	To (Month/Year)
Taluk	GANGAVATHI	PRESENT
District	KOPPAL	
State	KARNATAKA	
Prominent Landmark		

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		
1		dd/mm/yy	dd/mm/yy		
BALLARI INSTITUTE OF TECHNOLOGY AND MANAGEMENT- BALLARI	VTU, BELAGAVI	2013	2017	B.E(EEE)	3BR13EE057
				<input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time	

Previous Employment History - Please attach a copy of your relieving letter/service certificate					
Name of Current Employer - 1 {Last Company} VALUE POINT SYSTEMS PVT LTD.			Address of Current Employer 66, St. Johns Wood Road, Opposite Oracle Lexington, Koramangala, Bengaluru, Karnataka 560029		
Telephone No	Employee Code/No VPS05441		Designation SYSTEMS EXPERT	Department IT	
Employment Period		Manager's Name Mr. Sadananda Nagaraj	Manager's Contact No 9886398666	Can a reference taken now? <input type="checkbox"/> Yes <input type="checkbox"/> No	
From FEB-2020	To APR-2021		Manager's Email ID sadananda@valuepointsystems.com		
Duties & Responsibilities Systems Expert, IT Service Desk, OS Installation, Hardware support, Network Support, Domain Migration, Resolving ServiceNow Tickets.			Reasons for leaving It was contract to Hire position and the contract got cancelled.		
First Salary drawn MARCH-2020	Was this Position <input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Contractual		Agency Details (if temporary or contractual), provide details		
Last Salary drawn FEB-2021					
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 type="checkbox"/> Any Other (please specify) <input type="checkbox"/> None					
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.					
Name of Employer (2) RUN-IN IT SOLUTIONS PVT. LTD.			Address of Employer No.19/A, 1st floor, 1st Main Road, 3rd Stage, Basaveshwaranagar, Bangalore -560 079		
Telephone No	Employee Code/No RIIT063		Designation CUSTOMER SUPPORT ENGINEER	Department IT	
Employment Period		Manager's Name Mr. Arun	Manager's Contact No 9739084751		
From OCT-2018	To FEB-2020		Manager's Email ID arun@runinit.com		
Duties & Responsibilities IT SUPPORT, CUSTOMER IT SUPPORT, PRINTER ISSUES, SERVICE DESK L1, RESOLVING TICKETS			Reasons for leaving Got another offer		
First Salary drawn OCT-2018	Was this Position <input checked="" type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Contractual		Agency Details (if temporary or contractual), provide details		
Last Salary drawn FEB-2020					
Please tick mark the documents submitted for this employment <input checked="" type="checkbox"/> Service Certificate <input type="checkbox"/> Relieving letter <input type="checkbox"/> Offer letter <input type="checkbox"/> Any Other (please specify) <input type="checkbox"/> None					

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: 

Name: RAGHAVENDRA K

Date: 14/05/2021