

## **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**

**LOAN OFFICER**

**KORMANGALA**

### **Personal Information**

Full Name (First, Middle, Last) **SHABANA M**

Former Name / Maiden Name (if Applicable)

Father's Name **LATE MUBARAK**

Date of Birth (DD/MM/YY) **21/02/1997**

Gender  
☐ Male  
☒ Female

Social Security Number (if applicable)

Nationality  
**INDIAN**

Marital Status  
**SINGLE**

#### **Current Address**

#### **Period of stay**

#### **Contact Details for Verification**

Door No / Plot No **GH:13 3RD CROSS**

Premises Name

**From (Month/Year)**

**Residence Landline Number**

Floor

**GROUND FLOOR**

Corss / Main / Street

Village Name **SRI RAMNAGARI MURGESH PALYA**

Post

**To (Month/Year)**

**Mobile number**

Taluk

District

**BANGALORE**

State

**KARNATAKA**

Prominent Landmark

**NEAR TOTAL MALL**

#### **Permanent Address**

#### **Period of stay**

#### **Contact Details for Verification**

Door No / Plot No

Premises Name **SAME AS ABOVE**

**From (Month/Year)**

**Residence Landline Number**

Floor

**1997**

Corss / Main / Street

Village Name

Post

**To (Month/Year)**

**Mobile number**

Taluk

**9535120675**

District

State

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 DOMLUR GOVT COLLAGE	DOMLUR NEAR SAGAR HOTEL	dd/mm/yy 2015/06/01	dd/mm/yy 2016/05/10	<input type="checkbox"/> Full Time <input checked="" 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					
Name of Current Employer - 1 {Last Company} <b>FINANCE BUDDHA</b>			Address of Current Employer <b>TIPPASANDRA</b>		
Telephone No		Employee Code/No		Designation <b>TELE CALLER</b>	
				Department <b>PERSONAL LOAN</b>	
Employment Period		Manager's Name		Manager's Contact No	
From <b>2016</b>	To <b>2019</b>			Can a reference taken now? <input type="checkbox"/> Yes <input type="checkbox"/> No	
				Manager's Email ID	
Duties & Responsibilities			Reasons for leaving		
First Salary drawn <b>12K</b>		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 <b>15K</b>					
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 checked="" type="checkbox"/> Any Other (please specify) <input checked="" type="checkbox"/> None					
Previous Employment History - Please attach a copy of your relieving letter/service certificate					
<b>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.</b>					
Name of Employer (2)			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 (please specify) <input checked="" 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

Identity

- Pan Card / Passport Copy/ Driving License

**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: Shabana M

Name: SHABANA M

Date: 18/05/2021



भारत सरकार  
GOVERNMENT OF INDIA



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Shabana M

ಜನ್ಮ ದಿನಾಂಕ / DOB: 21/02/1997

ಸ್ತ್ರೀ / FEMALE



7579 9225 0752

आधार — आम आदमी का अधिकार





एन सी य विशिष्ट पहचान प्राधिकरण  
UNIQUE IDENTIFICATION AUTHORITY OF INDIA

विवरण:

Address:

D/O मुबारक, #41, 2nd  
Cross, Sriramanagara,  
Bangalore East, Bangalore,  
Karnataka - 560017

D/O Mubarak, #41, 2nd  
Cross, Sriramanagara,  
Bangalore East, Bangalore,  
Karnataka - 560017

7579 9225 0752



1947  
1800 300 1947



help@uidai.gov.in

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P.O. Box No. 1947,  
Bengaluru-560 001

आयकर विभाग  
INCOME TAX DEPARTMENT



भारत सरकार  
GOVT. OF INDIA



स्थायी लेखा संख्या कार्ड  
Permanent Account Number Card

HJJPS6956Q



नाम / Name  
SHABANA M

पिता का नाम / Father's Name  
MUBARAK

जन्म की तारीख / Date of Birth  
21/02/1997

Shabana M

हस्ताक्षर / Signature



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