

## **EMPLOYEE BACKGROUND VERIFICATION FORM**

**COMPANY FULL NAME : WORTGAGE Finance PRIVATE LIMITED**

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**

SR CREDIT PROCESS ASSOCIATE

KORAMANGALA ,BANGALORE

**Personal Information**

Full Name (First, Middle, Last) B. PUJITHA

Former Name / Maiden Name (if Applicable)

Father's Name B.DORASWAMY REDDY

Date of Birth (DD/MM/YY) 02-06-1991

Gender

☐ Female

Social Security Number (if applicable)

Nationality

INDIAN

Marital Status

MARRIED

**Current Address**

**Period of stay**

**Contact Details for Verification**

Door No / Plot No

#46 ,K NO.1525

Premises Name

Adi Lakshmi Nilaya

Floor

FIRST FLOOR

Corss / Main / Street

Village Name

Doddanaga Mangala Village

Post

Electronic City

Taluk

Begur Hobli

**From (Month/Year)**

July 2019

**To (Month/Year)**

**Residence Landline Number**

**Mobile number**

District	BANGALORE-560100	till date	7975626970		
State	KARNATAKA				
Prominent Landmark	Near janapriya provision store				
<b>Permanent Address</b>		<b>Period of stay</b>	<b>Contact Details for Verification</b>		
Door No / Plot No	4-78	<b>From (Month/Year)</b>  <b>Aug-1958</b>	<b>Residence Landline Number</b>		
Premises Name	D/O B.Doraswamy reddy				
Floor					
Corss / Main / Street	Viratapuram road				
Village Name	Pachikapallam				
Post	Pachikapallam post	<b>To (Month/Year)</b>  <b>Till date</b>	<b>Mobile number</b>  9949314691		
Taluk	Vedurukuppam mandalam				
District	Chittoor				
State	A.P 517569				
Prominent Landmark					
<b>Education Qualification - Please attach copy of Degree and Final year mark sheet</b>					
College Name & Address	University Name & Address	Dates Attended		Qualification Gained	ID /Roll No
		From	To		
1 Dr AER COLLEGE OF MANAGEN	S.V University & Tirupati	dd/mm/yy 2011	dd/mm/yy 2013	Full Time	561298044
				<input type="checkbox"/> Full Time <input type="checkbox"/> Part Time	



				<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					
<input type="checkbox"/> Marksheet	<input type="checkbox"/> Provisional Certificate	<input type="checkbox"/> Degree Certificate	<input type="checkbox"/> None		

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

Name of Current Employer - 1 {Last Company} MONEY VIEW MEGASOURCE SERVICES PRIVATE LIMITED		Address of Current Employer No.752, Ground Floor, 10th Main, 5th Cross, BSK 1st Stage, 2nd Block, Bengaluru, Karnataka 560050.												
Telephone No 9008055226	Employee Card No 0047	Designation Process Associate	Department Credit REVIEW											
<table border="1"> <tr> <td colspan="2">Employment Period</td> <td rowspan="3">Manager's Name  Ravi kiran</td> <td>Manager's Contact No 9008055226</td> <td rowspan="3">                     Can a reference taken now?   <input type="checkbox"/> No    <input type="checkbox"/> Yes                 </td> </tr> <tr> <td>From 29-07-2019</td> <td>To 15-05-2020</td> <td>Manager's Email ID</td> </tr> <tr> <td colspan="3"></td> </tr> </table>		Employment Period		Manager's Name  Ravi kiran	Manager's Contact No 9008055226	Can a reference taken now?  <input type="checkbox"/> No <input type="checkbox"/> Yes	From 29-07-2019	To 15-05-2020	Manager's Email ID					
Employment Period		Manager's Name  Ravi kiran	Manager's Contact No 9008055226		Can a reference taken now?  <input type="checkbox"/> No <input type="checkbox"/> Yes									
From 29-07-2019	To 15-05-2020		Manager's Email ID											
Duties & Responsibilities Cheking cibils and bankstmt ,kyc documents for verification and move to fc tea		Reasons for leaving Because of covid close the office												
First Salary drawn 21000	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 24000														
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 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) ADITYABIRLACAPITAL PVT LTD Osource indiapvt ltd		Address of Employer M.G Road bangalore	
Telephone No	Employee Code/No	Designation xecutive	Department personal loan
Employment Period		Manager's Name	Manager's Contact No 7.02E+09
From 11-09-18	To 24-05-19		Manager's Email ID
Duties & Responsibilities  Credit underwriting for Personal loans and Self Employed loans		Reasons for leaving  better oppertunity	
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)			

**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: b.pujitha

Name: B.PUJITHA

Date: 22/05/2021