|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **EMPLOYEE BACKGROUND VERIFICATION FORM** | | | | | | | |
| **COMPANY FULL NAME : MSC TECHNOLOGY 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. | | | | | | | |
| **Positionappliedfor Job Location** | | | | | | | |
| **JUNIOR DOT NET DEVELOPER** | | | | | **CHENNAI** | | |
|  | | | | | | | |
| **Personal Information** | | | | | | | |
| Full Name (First, Middle, Last)  **NAGANATHAN B** | | | | Former Name / Maiden Name (if Applicable) | | | |
| Father's Name: **Mr BALASUBALASUBRAMANIYAN** | | | | Date of Birth (DD/MM/YY): **15/09/1998** | | | |
| Gender | Social Security Number (if applicable) | | | Nationality  **INDIAN** | | Marital Status–  **SINGLE** | |
| MALE |
| Female |
| **Current Address** | | | **Period of stay** | | | **Contact Details for Verification** | |
| Door No / Plot No | 2/27 | |
| Premises Name | NaannaElite | | **From (Month/Year)**  **04/2021** | | | **Residence Landline Number** | |
| Floor |  | |
| Corss / Main / Street | 1ST CROSS STREET | |
| Village Name | MOGGAIPAIR EAST | |
| Post | CHENNAI | | **To (Month/Year)**  **2021 (Till date)** | | | **Mobile number**  **6369153552** | |
| Taluk | CHENNAI | |
| District | CHENNAI | |
| State | TAMILNADU | |
| Prominent Landmark |  | |
|  | | | | | | | |
| **Permanent Address** | | | **Period of stay** | | | **Contact Details for Verification** | |
| Door No / Plot No | 1/32 | |
| Premises Name |  | | **From (Month/Year)** | | | **Residence Landline Number** | |
| Floor |  | |
| Corss / Main / Street | NORTHSTREET | |
| Village Name | MANOOR VILLAGE | |
| Post | ULAKKUDI | | **To (Month/Year)** | | | **Mobile number**  **6369153552** | |
| Taluk | THIRUCHULI | |
| District | VIRUDHUNAGAR | |
| State | TAMILNADU | |
| 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** |
| **SETHU INSTITUTE OF TECHNOLOGY-VIRUDHUNAGAR** | | **ANNA UNIVERSITY- CHENNAI** | | dd/mm/yy  **20-08-2017** | dd/mm/yy  **2021** | |  | | --- | |  | | FULL TIME |   Full Time Part Time | **2017108027** |

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **College Name & Address** | **University Name & Address** | **Dates Attended** | | **Qualification Gained** | **ID /Roll No** |
| **From** | **To** |
| 2 |  | dd/mm/yy | dd/mm/yy | Full Time Part Time |  |
|  | | | | | |
| **College Name & Address** | **University Name & Address** | **Dates Attended** | | **Qualification Gained** | **ID /Roll No** |
| **From** | **To** |
| 3 |  | dd/mm/yy | dd/mm/yy | Full Time Part Time |  |
|  | | | | | |
| **College Name & Address** | **University Name & Address** | **Dates Attended** | | **Qualification Gained** | **ID /Roll No** |
| **From** | **To** |
| 4 |  | dd/mm/yy | dd/mm/yy | Full Time Part Time |  |
| Please tick mark the documents submitted for this qualification along with this form  Marksheet ProvisionalCertificate DegreeCertificate None | | | | | |

|  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
| **Previous Employment History - Please attach a copy of your relieving letter/service certificate** | | | | | | | | | |
| Name of Current Employer - 1 {Last Company} | | | | | Address of Current Employer | | | | |
| Telephone No | | Employee Code/No | | | Designation | | | Department | |
| Employment Period | | | Manager's Name | | | Manager's Contact No | | | Can a reference taken now?  Yes 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 | | | | |
| Permanent | |
| Last Salary drawn | | | Temporary | |
| Contractual | |
| Please tick mark the documents submitted for this employment | | | | | | | | | |
| Service Certificate | |  | Relieving letter | | Offer letter | | Any Other | |  |
| None |  |  |  |  |  |  | (please sp | ecify) |  |
|  | | | | | | | | | |
| **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) | | | | | 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 | | Agency Details (if temporary or contractual), provide details | | | | |
| Permanent | |
| Last Salary drawn | | | Temporary | |
| Contractual | |
| Please tick mark the documents submitted for this employment | | | | | | | | | |
| Service Certificate | |  | Relieving letter | | Offer letter | | Any Other | |  |
| None |  |  |  |  |  |  | (please sp | ecify) |  |

|  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- |
| **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 | | Agency Details (if temporary or contractual), provide details | | | |
| Permanent | |
| Last Salary drawn | | Temporary | |
| Contractual | |
| Please tick mark the documents submitted for this employment | | | | | | | |
| Service Certificate |  | Relievinglet | ter | Offerletter |  | Any Oth | er |
| None |  |  |  |  |  | (please sp | ecify) |
|  | | | | | | | |
| **Documents Required (Mandatory)** | | | | | | | |
| Education: | | | | | | | |
| Photocopy of degree certificate and final mark sheet of all examinations  Employment    Photocopy of relieving / experience letter for each employer metioned in the form  Government Identity or Address Proof    Passport Copy / Driving License / Voter ID / Aadhaar Card / Bank Passbook | | | | | | | |
| **Declaration and Authorization** | | | | | | | |
| IherebyauthorizeGoldQuestGlobalHRServicesPrivateLimitedanditsrepresentativetoverifyinformationprovidedinmyapplicationforemploymentandthis employee background verification form, and to conduct enquiries as may be necessary, at the company’s discretion. I authorize all persons who may have informationrelevanttothisenquirytodiscloseittoGoldQuestGlobalHRServicesPvtLtdoritsrepresentative.Ireleaseallpersonsfromliabilityonaccountof suchdisclosure.  Iconfirmthattheaboveinformationiscorrecttothebestofmyknowledge.Iagreethatintheeventofmyobtainingemployment,myprobationaryappointment, confirmationaswellascontinuedemploymentintheservicesofthecompanyaresubjecttoclearanceofmedicaltestandbackgroundverificationcheckdone by the company.  Signature:A drawing on a white surface  Description automatically generated with low confidence  Name:**NAGANATHAN B**  Date: **17.05.2021** | | | | | | | |
|  | | | | | | |  |