

Urgent Employment Verification - Vikas

- Employee Code - ECN0244

From: Talat Shireen <tshireen@alcorfund.com>

To: jatin.gugnani@absolutepeoplescreen.com

Date: Tue, 6 Feb 2018 17:39:20 +0530

Dear Mr. Jatin,

Given below are the requisite details, mentioned in blue. Trust these suffice.

Details as per Subject's Application Form		Verified? (Yes/No)	Comments/Explanation (Please input your details here)
Employer Name	Alcor Funds Pvt. Ltd.		<i>ALCOR Mergers and Acquisitions Pvt. Ltd.</i>
Employment Location	Office No. 305, Bldg No. 02, Commerzone, Yerawada, Pune	Yes	<i>Office No. 305, Bldg No. 02, Commerzone, Yerawada, Pune 411 006</i>
Employee DOB	18 th July 1984	Yes	
Dates Employed	February 2017 – January 2018	Yes	<i>Date of joining- 20.02.17 Last working day- 10.01.18</i>
Employee Code	ECN0244 (as per salary slip)	Yes	<i>ECN0244</i>
Last Position/ Designation Held	Executive Assistance to CEO		<i>Executive Assistant to CEO</i>
Employment Status Ex-permanent/ Temporary/ Contractual)	Not Declared		<i>On probation (Confirmation kept on hold)</i>

Gross Salary	Not Declared		<i>Confidential information – Not to be disclosed per ALCOR policies</i>
Net Salary	Not Declared		
Basic Salary	Not Declared		
Allowances	Not Declared		
Bonus	Not Declared		
Line Manager's Name		Yes	<i>Mr. [REDACTED]</i>
Line Manager's Designation	CEO	Yes	<i>CEO</i>
Reason for Leaving	Personal		<i>Family issues. Shifting to Mumbai with family</i>
Status of Exit Formalities (Completed/ Pending)			<i>Pending at Vikas's end</i>
Eligible for Rehire (Yes/No) If no, please specify			<i>NO</i> <i>Reasons:</i> 1. <i>Non-performance (in terms of delivery schedules, tardiness in tasks and unreliable output)</i> 2. <i>Casual and irresponsible approach towards work</i> 3. <i>Extremely poor work quality</i> 4. <i>Left without completing assigned tasks</i>

Any performance issues and/or integrity issues or corrective actions on the candidate? If yes, please elaborate

Probation period extended – basis non-performance

Regards,

HR Executive



Commerzone, Office #305, Bldg. #2,
Off Old Airport Road, Yerawada,
Pune 411 006

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