

SUPPLEMENTAL FORM

**STANDARD BACKGROUND CHECK
(Employment)**

The preliminary background check on your employment history shows that the employment information you provided in your Personal Data Sheet cannot be verified, or is incomplete, deficient, lacking, and insufficient to conclude or close those checks. Thus, you are hereby required to supply the missing information in your employment history in order to proceed with or complete the said screening process.

In filling up in this form, you must answer all blanks when the information is applicable. If the required information is not applicable, please indicate “**N/A**”. You are also required to disclose information about all prior employment regardless of status (whether probationary, regular or contractual) or type (whether part-time or full time), in chronological order starting from your most recent employment (i.e., 1st), within 5 years from your application date. An additional sheet will be provided to you if you need more space to complete your disclosures. *For the purpose of this check only, a paid internship is included in the term “employment”.*

BASIC INFORMATION	
First Name	Steven
Middle Name	Damian
Last Name	Villalobos
Suffix (if applicable)	
Maiden Name	

EMPLOYMENT HISTORY	
1st	
Company Name	WNS
Company Address	9 th Floor, 1880 Building, Eastwood City Cyberpark, Bagumbayan, Libis, Quezon City, Metro Manila, Philippines
Position/Title	Senior Associate
Date of Employment (From-to)(mmddyy)	June 3, 2021-June 13, 2023
Employment Status	Resigned
Reason for Leaving	Seeking growth and new opportunities
Supervisor's Name	Fritzerald Besinio
Supervisor's Contact Details	09164578754
2nd	
Company Name	Hi-Precision (Sunrise Medical Lab Inc.)
Company Address	Unit G20-23 Ortigas Technopoint One, Dona Julia Vargas Ave., Ortigas Center, Pasig, Metro Manila, Philippines
Position/Title	Customer Care Specialist
Date of Employment (From-to)(mmddyy)	September 2020 – January 2021
Employment Status	Resigned
Reason for Leaving	Medical Reason
Supervisor's Name	Yssa Tayabas
Supervisor's Contact Details	09431351865
3rd	
Company Name	Collyer Quay Corporation

Company Address	Office Bldg.Municipal Commerce Rd (Diversion Rd) Poblacion, Padre Garcia, Batangas, Philippines
Position/Title	Accounting Administrative Assistant
Date of Employment (From-to)(mmddyy)	September 2018 – May 2019
Employment Status	Resigned
Reason for Leaving	Medical Reason
Supervisor's Name	Arnel Del Valle / Jacy Salvador
Supervisor's Contact Details	09171759661
4th	
Company Name	
Company Address	
Position/Title	
Date of Employment (From-to)(mmddyy)	
Employment Status	
Reason for Leaving	
Supervisor's Name	
Supervisor's Contact Details	
- Nothing Follows -	

In support of the above declarations, you are required to submit any of the following documents from your previous employers:

- ☐ Certificate of Employment (COE);
- ☐ Clearance Certificate; or
- ☐ Any other authentic document or proof of employment with indicated start and end date of employment.

ACKNOWLEDGMENT

By signing below, I understand that the information provided in this form shall be used for the purpose of continuing or completing the above-described background check subject to the terms and conditions of Personal Data Sheet dated Date PDS was signed, and in accordance with [Accenture's Data Privacy Policy 90](#). I also certify that:

- (a) all information in this form is true, accurate and correct, and
- (b) the supporting documents are based on authentic records.

I understand and acknowledge that Accenture has the sole discretion to proceed, continue, complete, or cancel the screening upon reasonable belief that the information provided and/or its supporting documents are false, inaccurate, fabricated or fraudulent, without prejudice to the rescission of my employment agreement or other causes of action that Accenture may have under the law or in equity.

Signature:  _____

Full Name (print): STEVEN DAMIAN VILLALOBOS

Date: SEPTEMBER 11, 2023

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Supplemental Form_Undeclared Employment v1.0|072816