

HR OPERATIONS**Letter of Authorization for Background Verification**

I understand that Valuesoft Info Services Pvt Ltd will use a duly empaneled Vendor (and/or) Internal Verification Team to verify and validate the information I have provided at the time of employment, including my employment and work history, my personal background including address verification and educational qualifications.

I understand and hereby authorize the duly empaneled vendor (and/or) internal verification team to obtain any information that it may deem relevant and appropriate to validate the information provided by various sources including, but not limited to, the following:

- (i) Current and past employers,
- (ii) Criminal conviction records (if applicable),
- (iii) School/ college records
- (iv) Professional and personal references
- (v) Drug test, health related information, etc.

I hereby authorize Valuesoft Info to access or be provided with full details of my previous employment record held by any company or business for whom I previously worked.

This information could include the dates of employment; the nature of the position held, details of my salary upon departure and an appraisal of my performance, capabilities and character and any other information as maybe deemed necessary and pertinent by Valuesoft Info Services Pvt Ltd.

I understand that during the course of my employment with Valuesoft Info, I may also require to undergo drug-screening tests, subject to business requirements.

In the event that Valuesoft Info is unable to verify any reference started in this application. It is my responsibility to furnish the necessary documentation.

This authorization letter, in original, faxed or photocopied form, shall be valid for this purpose and any future reports and updates that may be requested.

Privacy and confidentiality of the information shared by Valuesoft Info to third party vendors will be maintained.

Declaration

I hereby certify all the statements made by me on the Valuesoft Info employment verification form are true and complete.

I understand that omission or misrepresentation of any facts may result in revocation of the offer for employment at Valuesoft Info or immediate termination of employment.

Signature : 

Name in Capitals : ABHISHEK RAJ

Date : 26/08/2020

Place : BIHAR SHARIF