

# Background Verification Form

Company name: AML Rightsource India Pvt Ltd 2FY25

Purpose of Application: NORMAL BGV(EMPLOYMENT)

## Applicant's CV

### Poulami Das

📞 8770600952 | 📧 poulami2002@gmail.com | <https://www.linkedin.com/in/poulami-das-0010492a8>

Kolkata, West Bengal – 700040

#### Professional Summary

Aspiring Data Analyst with a Master's degree in Economics from the University of Calcutta and hands-on experience as an MIS Executive Intern. Experienced in data analysis, recurring and ad-hoc reporting, and building Excel/Google Sheets-based dashboards to support business decision-making. Strong in advanced Excel and reporting accuracy, with the knowledge of SQL through learning and practice. Detail-oriented, analytical, and comfortable translating data into clear insights for cross-functional teams.

#### Education

- University of Calcutta | M.Sc. in Economics | CGPA: 5.886 | 2025
- Asutosh College, University of Calcutta | B.Sc. in Economics | CGPA: 7.741 | 2023
- Jodhpur Park Girls' High School | Class XII (2019) | Grade: 84.2%  
Class X (2017) | Grade: 80.28%

#### Experience

BIGo Electric | Kolkata

MIS Executive

March, 2026 – Present

MIS Executive Intern

Sept, 2025 – Feb, 2026

- Promoted from intern to full-time MIS Executive within 6 months based on performance
- Prepare daily and weekly MIS reports using MS Excel (VLOOKUP, dashboards) for multiple departments including EV bikes inventories, Rider Management, Service, In-House employees.
- Support management through data cleaning, formatting, and report automation to improve reporting efficiency.
- Assist in communication, structured research on leading e-commerce, and coordination tasks.

#### Projects

- GENDER-BASED DOMESTIC VIOLENCE AND ECONOMIC IMPACT | Aug, 2024-June, 2025
  - Analyzed NFHS-5 (2019-21) data to examine trends in domestic violence in India, mitigating IPV.
  - Studied the COVID-19 pandemic's impact on abuse and the role of employment in contributing to data analysis, literature review, and interpretation.

#### Skills

- Data Analysis Tools: MS Excel, STATA, SQL, Google Sheets, VBA basics for automation
- Statistical and Econometric Analysis: Regression Analysis, Time Series Analysis, Hypothesis Testing

#### Languages

English, Bengali, Hindi

#### Trainings and Certifications

Data Science with AI ML & Visualization (pursuing)

Govt ID #1

आयकर विभाग  
INCOME TAX DEPARTMENT

भारत सरकार  
GOVT. OF INDIA

स्थायी लेखा संख्या कार्ड  
Permanent Account Number Card

GGCPD2314C

नाम / Name  
POULAMI DAS

पिता का नाम / Father's Name  
PRADIP DAS

जन्म की तारीख / Date of Birth  
27/01/2002

Poulami Das  
हस्ताक्षर / Signature

34446



## Personal Information

Full Name	Poulami Das
Former Name / Maiden Name	N/A
Mobile Number	8777090892
Father's Name	Pradip Das
Spouse's Name	N/A
Date of Birth	28-01-2002
Age	24 years 2 months
Gender	female
Alternative Mobile Number	9038910018
Aadhar Card Number	914013136840
Aadhar Card Number	N/A
Pan Card Number	GGCPD2314C
Nationality	Indian
Marital Status	Single

## Permanent Address

House no	15, Neheru Colony
Street	NSC Bose Road
District	N/A
City	Kolkata
State	WB
Pincode	700040

## Current Address

House no	15, Neheru Colony
Street	NSC Bose Road
District	N/A
City	Kolkata
State	WB
Pincode	700040

## LATEST EMPLOYMENT 1

I am a Fresher and do not have any prior employment experience	
Name of the Employer:	BiGo Electric Pvt. Ltd.
Job Location:	Ballygunge, Kolkata
Employee ID:	41
Designation:	MIS Executive
UAN Number:	
From Date:	01-09-2025
To Date:	18-04-2026
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	Better Career Opportunity
HR Name:	
HR Contact No:	
HR Email ID:	bigobikeshr@gmail.com
Last Salary Drawn:	12000
Position Type:	permanent
Current Status:	serving_notice
Agency Name (if third party):	
Agency Details:	
Resignation Acceptance	1
Relieving Letter	
Latest 3 months pay slip	1
I am a Fresher and do not have any prior employment experience	
Name of the Employer:	BiGo Electric Pvt. Ltd.
Job Location:	Ballygunge, Kolkata
Employee ID:	41
Designation:	MIS Executive
UAN Number:	
From Date:	01-09-2025
To Date:	18-04-2026
Name of the Reporting Manager:	

## LATEST EMPLOYMENT 1

Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	Better Career Opportunity
HR Name:	
HR Contact No:	
HR Email ID:	bigobikeshr@gmail.com
Last Salary Drawn:	12000
Position Type:	permanent
Current Status:	serving_notice
Agency Name (if third party):	
Agency Details:	
Resignation Acceptance	1
Relieving Letter	
Latest 3 months pay slip	1

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## EX EMPLOYMENT 2

If you do not remember, please write 'NA'.	NIL
I haven't done my EX-EMPLOYMENT-2	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	
If you do not remember, please write 'NA'.	NIL
I haven't done my EX-EMPLOYMENT-2	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	

## EX EMPLOYMENT 2

Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	

## PREVIOUS EMPLOYMENT 3

If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 3	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	
If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 3	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	

## PREVIOUS EMPLOYMENT 3

Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	

## PREVIOUS EMPLOYMENT 4

If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 4	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	
If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 4	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	

## PREVIOUS EMPLOYMENT 4

Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	

## PREVIOUS EMPLOYMENT 5

If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 5	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	
If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 5	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	

## PREVIOUS EMPLOYMENT 5

Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	

## POST GRADUATION

I haven't done my Post Graduation	0
College Name:	University of Calcutta
College Location:	Sinthee more, Dumdum
University Name:	University of Calcutta
Major / Specialisation	M.Sc in Economics
Course / Qualification:	Masters of Science
Part Time/ Full Time:	full_time
Roll Number / Register Number:	C93/ECO/231121 , 012-1211-0701-19
From (Approx):	31-10-2023
To (Approx):	20-06-2025
Current State:	completed
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	1
I haven't done my Post Graduation	0
College Name:	University of Calcutta
College Location:	Sinthee more, Dumdum
University Name:	University of Calcutta
Major / Specialisation	M.Sc in Economics
Course / Qualification:	Masters of Science
Part Time/ Full Time:	full_time
Roll Number / Register Number:	C93/ECO/231121 , 012-1211-0701-19
From (Approx):	31-10-2023
To (Approx):	20-06-2025
Current State:	completed
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	1

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## GRADUATION

I haven't done my Graduation	
College Name:	Asutosh College
College Location:	Kolkata, Hajra
University Name:	University of Calcutta
Major / Specialisation	B.Sc in Economics
Course / Qualification:	B.Sc
Part Time/ Full Time:	full_time
Roll Number / Register Number:	193012-11-0092, 012-1211-0701-19
From:	20-07-2019
To:	20-07-2023
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	
I haven't done my Graduation	
College Name:	Asutosh College
College Location:	Kolkata, Hajra
University Name:	University of Calcutta
Major / Specialisation	B.Sc in Economics
Course / Qualification:	B.Sc
Part Time/ Full Time:	full_time
Roll Number / Register Number:	193012-11-0092, 012-1211-0701-19
From:	20-07-2019
To:	20-07-2023
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	

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## 12TH STANDARD

I haven't done my 12th Standard	
School Name/College Name:	Jodhpur Park Girls' High School
School Location:	Dhakuria, Kolkata
Board Name/University Name:	WBCHSE
Major Subjects	Economics, Mathematics, Geography, Computer Application
Course / Qualification:	Higher Secondary (H.S.)
Part Time/ Full Time:	full_time
Roll Number / Register Number:	400121 1630
From:	05-05-2017
To:	27-05-2019
Marksheet	1
I haven't done my 12th Standard	
School Name/College Name:	Jodhpur Park Girls' High School
School Location:	Dhakuria, Kolkata
Board Name/University Name:	WBCHSE
Major Subjects	Economics, Mathematics, Geography, Computer Application
Course / Qualification:	Higher Secondary (H.S.)
Part Time/ Full Time:	full_time
Roll Number / Register Number:	400121 1630
From:	05-05-2017
To:	27-05-2019
Marksheet	1

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## 10TH STANDARD

I haven't done my 10TH Standard	
School Name/College Name:	Jodhpur Park Girls' High School
School Location:	Kolkata
Board Name/University Name:	WBSE
Major Subjects	English, Bengali, Life Science, Physical Science, Mathematics, Geography, History
Course / Qualification:	Secondary
Part Time/ Full Time:	full_time
Roll Number / Register Number:	810962N 0294
From:	16-01-2016
To:	15-03-2017
Marksheet	1
I haven't done my 10TH Standard	
School Name/College Name:	Jodhpur Park Girls' High School
School Location:	Kolkata
Board Name/University Name:	WBSE
Major Subjects	English, Bengali, Life Science, Physical Science, Mathematics, Geography, History
Course / Qualification:	Secondary
Part Time/ Full Time:	full_time
Roll Number / Register Number:	810962N 0294
From:	16-01-2016
To:	15-03-2017
Marksheet	1

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## POST GRADUATION

University / Institute Name	University of Calcutta
Course	Masters in Science
Specialization Major	Economics
Start Date	2023-10-31
End Date	2025-06-16
Gap Status	0 years and 2 months

## GRADUATION

University / Institute Name	Asutosh College
Course	Bachelors in Science
Specialization Major	Economics
Start Date	2019-08-07
End Date	2023-08-15
Gap Status	0 years and 3 months

## SENIOR SECONDARY

School Name	Jodhpur Park Girls' High School
Start Date	2017-04-12

## SECONDARY

School Name	Jodhpur Park Girls' High School
Start Date	2016-01-13
End Date	2017-03-16

## Employment Deails

Years of Experience	0.7
No of Employment	1

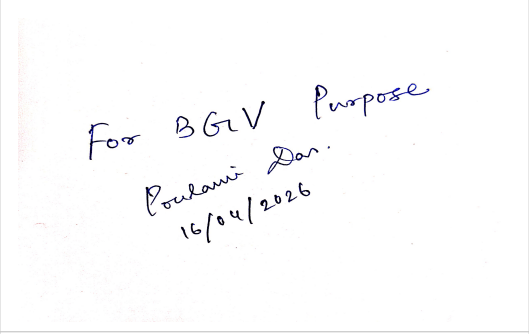
## Employment (1)

Employment Type	employed
Start Date	2025-09-01
End Date	2026-04-18

## Declaration & Authorization

I hereby authorize GoldQuest Global HR Services Pvt Ltd 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.

Poulami Das		16-04-2026
<b>Full name of the candidate</b>	<b>Signature</b>	<b>Date of form filled</b>

## Documents (Mandatory)

Education	Employment	Government ID / Address Proof
Photocopy of degree certificate and final mark sheet of all examinations.	Photocopy of relieving / experience letter for each employer mentioned in the form.	Aadhaar Card / Bank Passbook / Passport Copy / Driving License / Voter ID.

NOTE: If you experience any issues or difficulties with submitting the form, please take screenshots of all pages, including attachments and error messages, and email them to [onboarding@goldquestglobal.in](mailto:onboarding@goldquestglobal.in). Additionally, you can reach out to us at [onboarding@goldquestglobal.in](mailto:onboarding@goldquestglobal.in).