

Background Verification Form

Company name: AML Rightsource India Pvt Ltd - AMRSN 2025 Purpose of Application: NORMAL BGV(EMPLOYMENT)

Applicant's CV

KHUSHI BHARDWAJ

bhardwaj.khushi023@gmail.com | +91 8130120539 | www.linkedin.com/in/kbkhushi | Greater Noida, India

PROFESSIONAL SUMMARY

Finance postgraduate skilled in financial operations, trade compliance, SAP, and audit support. Strong in financial modeling, risk assessment, and controls, with proven expertise in documentation accuracy and process improvement. Seeking a dynamic role in corporate finance, internal audit, or compliance.

EXPERIENCE

Management Trainee – Kalpam Café & Restaurant (Startup)

- Managed end-to-end recruitment for frontline roles—job posting, resume screening, interviews, and onboarding.
- Maintained HRIS, handled HR documentation, and ensured smooth integration of new hires.

Nov 2024 – Apr 2025

Finance Intern – LG Electronics

- Streamlined cross-border operations by centralizing trade compliance documentation, cutting processing time by 15% and ensuring DGFT/FEMA adherence. Supported compliance, risk controls, and documentation accuracy for internal processes.
- Developed an import/export checklist, reducing documentation discrepancies and processing time by 20%.

Sep 2024 – Oct 2024

Finance Intern – Honda Cars India

- Managed export documents and assisted with compliance reporting, ensuring accuracy and timely submission.
- Conducted bank reconciliation and supported monthly financial reporting by processing journal voucher entries.

Jun 2022 – Aug 2022

EDUCATION

MBA – Finance & HR

Galgotias Institute of Management and Technology, Greater Noida (AKTU)

2023 – 2025

Percentage: 70%

BBA – General

Meerabai Institute of Technology, New Delhi (GGSIPU)

2020 – 2023

Percentage: 84.3%

XII – CBSE

Father Agnel School, Greater Noida

2019 – 2020

Percentage: 75.2%

SKILLS

- Financial Modeling & DCF Valuation
- Internal Audit Support & Risk Assessment
- Export/Import Documentation & Compliance
- SAP (Finance/HR Modules)
- MS Excel (VLOOKUP, Pivot Tables, Power Query)
- DGFT/FEMA Regulation Knowledge
- Controls Testing & Documentation
- Analytical Thinking, Attention to Detail
- Process Improvement & Problem Solving
- Stakeholder Communication, Adaptability, Team Mentoring
- Time Management & Reporting

CERTIFICATIONS

- Risk Management, Coursera
- Financial Modeling & Valuation, Internshala
- TCS ION Career Edge – Young Professional, May 2025
- Financial Literacy, UNICEF

PROJECTS

- Power Banks for Electric Vehicles**- Led financial feasibility and ROI analysis using audit-driven Excel models; Identified risk and process improvement areas for project valuation.
- Indian Aviation Industry Study**- Performed ratio analysis and applied DCF and multiples-based valuation to assess financial health, competitiveness, and industry dynamics of key industry players.
- Impact of Blockit Acquisition on Zomato's Business Strategy**- Analyzed quarterly financials using Excel, conducted risk assessment, audit procedures, and comparative strategy evaluation.

Govt ID #1

आयकर विभाग
INCOME TAX DEPARTMENT

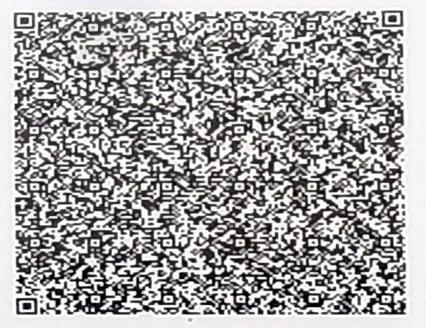


भारत सरकार
GOVT. OF INDIA



स्थायी लेखा संख्या कार्ड
Permanent Account Number Card

HYVPB2838F

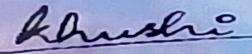


नाम / Name
KHUSHI BHARDWAJ

माता का नाम / Mother's Name
VINITA SHARMA

11052024

जन्म की तारीख /
Date of Birth
23/09/2002


हस्ताक्षर / Signature

Personal Information

Full Name	KHUSHI BHARDWAJ
Former Name / Maiden Name	N/A
Mobile Number	8130120539
Father's Name	LALIT KUMAR SHARMA
Spouse's Name	N/A
Date of Birth	22-09-2002
Age	22 years 11 months
Gender	female
Alternative Mobile Number	9990322500
Aadhar Card Number	642377867972
Aadhar Card Number	8130120539
Pan Card Number	HYVPB2838F
Nationality	INDIAN
Marital Status	Single

Permanent Address

House no	B-207
Street	N/A
District	OMICRON 3, Greater Noida
City	Greater Noida
State	UP
Pincode	201310

Current Address

House no	A-2
Street	Tata steel officers enclave
District	Beta 2
City	Greater Noida
State	UP
Pincode	201308

POST GRADUATION

I haven't done my Post Graduation	
College Name:	Galgotias Institute of Management and Technology
College Location:	Knowledge park 3, Greater Noida
University Name:	A.P.J. ABDUL KALAM TECHNICAL UNIVERSITY (AKTU)
Major / Specialisation	Finance
Course / Qualification:	MBA
Part Time/ Full Time:	full_time
Roll Number / Register Number:	2300940700079
From:	03-10-2023
To:	30-06-2025
Marksheet	
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	
I haven't done my Post Graduation	
College Name:	Galgotias Institute of Management and Technology
College Location:	Knowledge park 3, Greater Noida
University Name:	A.P.J. ABDUL KALAM TECHNICAL UNIVERSITY (AKTU)
Major / Specialisation	Finance
Course / Qualification:	MBA
Part Time/ Full Time:	full_time
Roll Number / Register Number:	2300940700079
From:	03-10-2023
To:	30-06-2025
Marksheet	
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	



डा० ए०पी०जे० अब्दुल कलाम प्राविधिक विश्वविद्यालय, उत्तर प्रदेश, लखनऊ
Dr. A.P.J. Abdul Kalam Technical University, Uttar Pradesh, Lucknow

(Formerly Uttar Pradesh Technical University)



[AKTU-One-View](#)

Student Result

Institute Code & Name	:	(094) GALGOTIAS INSTITUTE OF MANAGEMENT & TECHNOLOGY,GAUTAM BUDDH NAGAR
Course Code & Name	:	(08) MBA
RollNo	:	2300940700079
Name	:	KHUSHI BHARDWAJ
Father's Name	:	LALIT KUMAR SHARMA
Branch Code & Name	:	(70) MBA
EnrollmentNo	:	230094070045289
Hindi Name	:	खुशी भारद्वाज
Gender	:	F

[Print One View](#)

One View Result

Session : 2023-24(REGULAR) **Semesters :** 1,2 **Result :** PASS **Marks :** 1435/2400

Session : 2024-25(REGULAR) **Semesters :** 3,4 **Result :** PASS **Marks :** 1459/2400 **COP :** Division : I-DIV

MOOCs Certifications

First Year Marks	:	1435	Second Year Marks	:	1459
Third Year Marks	:	0	Fourth Year Marks	:	0
First Year Result	:	PASS	Second Year Result	:	PASS
Third Year Result	:		Fourth Year Result	:	
CGPA	:	6.71	MAX CGPA	:	10
Division Awarded	:	I-DIV			

Note: University doesn't own for the errors or omissions, if any, in this statement.

Designed & Developed by AKTU-SDC Team

GRADUATION

I haven't done my Graduation	
College Name:	Meerabai Institute of Management and Technology
College Location:	New Delhi
University Name:	GGSIPU
Major / Specialisation	General
Course / Qualification:	BBA
Part Time/ Full Time:	full_time
Roll Number / Register Number:	01921901720
From:	15-12-2020
To:	31-07-2023
Marksheet	
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	
I haven't done my Graduation	
College Name:	Meerabai Institute of Management and Technology
College Location:	New Delhi
University Name:	GGSIPU
Major / Specialisation	General
Course / Qualification:	BBA
Part Time/ Full Time:	full_time
Roll Number / Register Number:	01921901720
From:	15-12-2020
To:	31-07-2023
Marksheet	
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	



Guru Gobind Singh Indraprastha University, Delhi

C/T CG A051337

CONSOLIDATED GRADE SHEET BACHELOR OF BUSINESS ADMINISTRATION



NAME: KHUSHI BHARDWAJ
ENROLLMENT: 01921501730
FATHER'S NAME: LALIT KUMAR SHARMA
YEAR OF ADMISSION: 2020
INSTITUTE: MEERA BAI INSTITUTE OF TECHNOLOGY

TOTAL CREDITS OF PROGRAMME: 140
MINIMUM CREDITS REQUIRED: 132
YEAR OF COMPLETION: Jul, 2023
PROGRAMME DURATION: THREE YEARS

CODE	PAPER	CS	INT	EXT	TOTAL	GRADE	GP
FIRST SEMESTER							
BBA101	MANAGEMENT PROCESS & ORGANIZATIONAL BEHAVIOUR	4	21	70	91	O	10
BBA103	BUSINESS MATHEMATICS	4	25	68	93	O	10
BBA105	FINANCIAL ACCOUNTING & ANALYSIS	4	21	54	75	A-	9
BBA107	BUSINESS ECONOMICS	4	20	54	74	A	8
BBA108	COMPUTER APPLICATIONS	4	21	61	82	A-	9
BBA111	COMPUTER APPLICATIONS LAB	2	34	40	74	A	8
SECOND SEMESTER							
BBA102	COST ACCOUNTING	4	21	62	83	A+	9
BBA104	QUANTITATIVE TECHNIQUES	4	23	64	87	A+	9
BBA106	E-COMMERCE	4	20	61	81	A-	9
BBA108	E-COMMERCE LAB	2	30	49	79	A+	9
BBA110	BUSINESS COMMUNICATION	4	21	62	83	A-	9
BBA112	BUSINESS ENVIRONMENT	4	20	61	81	A+	9
THIRD SEMESTER							
BBA201	BUSINESS LAW	4	21	59	80	A-	9
BBA203	MARKETING MANAGEMENT	4	20	68	88	A+	9
BBA205	BUSINESS ETHICS AND CORPORATE SOCIAL RESPONSIBILITY	4	20	61	81	A+	9
BBA207	MANAGEMENT ACCOUNTING	4	18	56	74	A	8
BBA209	INDIAN ECONOMY	4	20	58	78	A+	9
BBA211	ENVIRONMENTAL SCIENCE	2	-	84	84	A+	9
FOURTH SEMESTER							
BBA202	HUMAN RESOURCE MANAGEMENT	4	19	65	84	A+	9
BBA204	FINANCIAL MANAGEMENT	4	25	56	81	A+	9
BBA206	RESEARCH METHODOLOGY	4	21	64	85	A+	9
BBA208	RESEARCH METHODOLOGY LAB	2	34	50	84	A+	9
BBA210	INFORMATION SYSTEMS MANAGEMENT	4	18	61	79	A+	9
BBA212	INFORMATION SYSTEMS MANAGEMENT LAB	2	38	42	80	A-	9
BBA214	MANAGERIAL SKILL DEVELOPMENT	2	-	66	66	A	8
FIFTH SEMESTER							
BBA301	INCOME TAX LAW AND PRACTICE	4	24	40	64	B+	7
BBA303	PRODUCTION & OPERATIONS MANAGEMENT	4	22	23	45	C	5
BBA305	SERVICES MARKETING	4	18	29	47	C	5
BBA307	ENTREPRENEURSHIP DEVELOPMENT	4	19	48	67	A	8
BBA309	GOODS & SERVICES TAX (GST)	4	21	41	62	B+	7
BBA311	SUMMER TRAINING REPORT	6	38	44	82	A+	9
SIXTH SEMESTER							
BBA302	PROJECT MANAGEMENT	4	19	37	56	B+	7
BBA304	DIGITAL MARKETING	4	20	38	58	B+	7
BBA306	INTERNATIONAL BUSINESS MANAGEMENT	4	22	67	89	A+	9
BBA308	BUSINESS POLICY & STRATEGY	4	21	35	56	B+	7
BBA310	SALES & DISTRIBUTION MANAGEMENT	4	22	58	80	A+	9
BBA312	PROJECT REPORT	6	36	40	76	A+	9

CREDITS EARNED: 140 CGPA: 8.43 EQUIVALENT PERCENTAGE: 84.3
CS: Credit Secure; INT: Internal Marks; EXT: External Marks; ABS: Absent; CAN: Cancel; GP: Grade Point; -: Passed with Grace
Minimum Cumulative Grade Point Average (CGPA) required for the award of the Degree is 4

DIVISION: FIRST

CSID: 140000098950
Date of Print: 08-Aug-2023



12TH STANDARD

I haven't done my 12th Standard	
School Name/College Name:	Father Agnel School
School Location:	Beta 2, Greater Noida
Board Name/University Name:	CBSE
Major Subjects	Commerce with Maths
Course / Qualification:	12th
Part Time/ Full Time:	full_time
Roll Number / Register Number:	21644728
From:	25-03-2019
To:	28-03-2020
Marksheet	1
I haven't done my 12th Standard	
School Name/College Name:	Father Agnel School
School Location:	Beta 2, Greater Noida
Board Name/University Name:	CBSE
Major Subjects	Commerce with Maths
Course / Qualification:	12th
Part Time/ Full Time:	full_time
Roll Number / Register Number:	21644728
From:	25-03-2019
To:	28-03-2020
Marksheet	1

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Regn.No. U220/54832/0077

केन्द्रीय माध्यमिक शिक्षा बोर्ड
CENTRAL BOARD OF SECONDARY EDUCATION

अंक विवरणिका
MARKS STATEMENT

सीनियर स्कूल सर्टिफिकेट परीक्षा, 2020
SENIOR SCHOOL CERTIFICATE EXAMINATION, 2020



प्रोशार्द्ध का नाम
Name of Candidate KHUSHI BHARDWAJ

अनुक्रमांक
Roll No. 21644728

माता का नाम
Mother's Name VINITA SHARMA

पिता/संरक्षक का नाम
Father's/Guardian's Name LALIT KUMAR SHARMA

विद्यालय
School 60606 FR AGNEL SCH PKT-F BETA-II GR NOIDA G B NAGAR UP

विषय कोड SUB. CODE	विषय SUBJECT	प्राप्तांक MARKS OBTAINED				स्थितीय ग्रेड POSITIONAL GRADE
		तिथित THEORY	आं. मू. I.A/ PR. PR.	योग TOTAL	योग (शब्दों में) TOTAL (IN WORDS)	
301	ENGLISH CORE	055	020	075	SEVENTY FIVE	C2
030	ECONOMICS	049	018	067	SIXTY SEVEN	C1
054	BUSINESS STUDIES	058	018	076	SEVENTY SIX	C1
055	ACCOUNTANCY	064	018	082	EIGHTY TWO	A2
041	MATHEMATICS	057	019	076	SEVENTY SIX	B2
500	WORK EXPERIENCE					A1
502	HEALTH & PHYSICAL EDUCATION					A1
503	GENERAL STUDIES					A1

संक्षिप्तियों का अर्थ : Abbreviations

AB : अनुपस्थित Absent

परिणाम Result PASS

RP : प्रयोगात्मक में पुनरावृत्ति Repeat in Practical

RT : तिथित में पुनरावृत्ति Repeat in Theory

ER : अनिवार्य पुनरावृत्ति तभी विषयों में

Essential Repeat in all subjects

परीक्षा नियंत्रक
Controller of Examinations

PROFESSIONAL REFERENCE 1

Name of the Person:	Khushandra Sharma
Designation:	Assistant General Manager-Placements
Contact No:	8755293250
Email ID:	k.sharma@galgotiasuniversity.edu.in
Name of the Organisation:	Galgotias University
Name of the Person:	Khushandra Sharma
Designation:	Assistant General Manager-Placements
Contact No:	8755293250
Email ID:	k.sharma@galgotiasuniversity.edu.in
Name of the Organisation:	Galgotias University

PROFESSIONAL REFERENCE 2

Name of the Person:	Vishvendra Pratap singh
Designation:	Assistant Manager- T&P
Contact No:	
Email ID:	
Name of the Organisation:	Galgotias University
Name of the Person:	Vishvendra Pratap singh
Designation:	Assistant Manager- T&P
Contact No:	
Email ID:	
Name of the Organisation:	Galgotias University

POST GRADUATION

University / Institute Name	Galgotias Institute of Management and Technology
Course	MBA
Specialization Major	Finance
Start Date	2023-10-03
End Date	2025-06-30
Gap Status	0 years and 3 months

GRADUATION

University / Institute Name	Meerabai Institute of Management and Technology
Course	BBA
Specialization Major	General
Start Date	2020-12-15
End Date	2023-07-31
Gap Status	0 years and 9 months

SENIOR SECONDARY

School Name	Father Agnel School
Start Date	2019-03-25

SECONDARY

School Name	Father Agnel School
Start Date	2017-03-20
End Date	2018-03-30

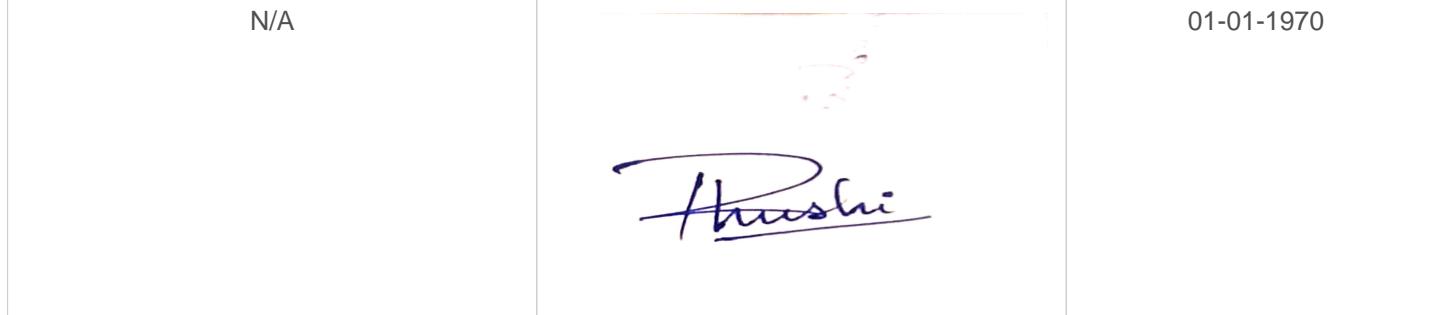
Employment Details

Years of Experience	
No of Employment	0

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.

N/A		01-01-1970
Full name of the candidate	Signature	Date of form filled

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. Additionally, you can reach out to us at onboarding@goldquestglobal.in.