

# Background Verification Form

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

## Applicant's CV

### VARNITA KATHERIA

#### Contact

Address: Flat no. - 5292, Floor- 29, Tower - 5  
Society- ATS Nobility, Noida (UP)

Phone: 9997737666

Email: varnita.katheria@gmail.com

LinkedIn: linkedin.com/in/-varnitakatheria

#### Education

- MBA – Symbiosis University, Pune
- B.com (Hons) – Delhi University

#### Skill Highlights

##### Technical Skills:

- ERP Software: Oracle, SAP (basic), Sage
- Analytics & Reporting: Advanced Excel, Power BI
- Dashboard Development & Reporting
- Programming & Database: Python, SQL
- Design & Visualization: Canva
- Finance & Accounting: Order-to-Cash (OTC), Credit note, Financial Reporting, Billing & Reconciliation

##### Finance & Research

- Financial Analysis
- Equity Research
- Mutual Fund Evaluation
- Industry Trend Analysis

##### Soft Skills

- Team Collaboration
- Leadership
- Client Communication
- Problem Solving
- Stakeholder Management
- Mailbox Management
- Attention to Detail

### Career Summary

Finance professional with 3.5+ years in Order-to-Cash, billing, and client management. Skilled in Oracle, SAP, Sage, Advanced Excel, SQL, and analytics. Experienced in revenue recognition, invoicing, dispute resolution, and reporting. MBA in Banking & Finance (FinTech) with strong focus on financial analysis, compliance, and process improvement.

### Work Experience

Organization: Accenture, Gurugram  
Duration: 30 September, 2019 - 1 June, 2023  
Designation: Senior Process Associate

#### Key responsibilities:

- Validation and invoicing as per customer billing frequency and Cancel, Rebill of invoice – Credit/Debit memo and Proforma invoice generation.
- Recognized the lack of PO on invoices (then releasing the correct invoice and resolving the issue.)
- Published reports related to client work on a daily basis.
- Handled customer disputes, credit/rebill cycles, debit/credit memos and ensured timely resolution within SLAs.
- Collaborated with US-based clients, ensuring high-quality client communication and satisfaction.

### Summer Internship:

Organization: Finance Veda  
Duration: 1 April, 2024 - 31 May, 2024  
Designation: Equity Research Intern  
Project Title: Financial Market and Equity Research

#### Key responsibilities:

- Conducted in-depth industry analysis, company performance evaluations, and mutual fund assessments.
- Researched and analysed current news articles to stay updated on market trends and economic developments.
- Enhanced analytical and research skills through practical application of theoretical concepts in real-world financial scenarios.

### EXTRA-CURRICULARS:

- Member of Editorial Committee, Symbiosis School of Banking and Finance, 2023
- Encore Awards received towards creating Value for our Clients through Business outcomes by Accenture Company, 2021
- Encore Awards received towards creating Value for our Clients through Business outcomes by Accenture Company, 2020

## Govt ID #1



**भारत सरकार**  
**Government of India**

**भारतीय विशिष्ट पहचान प्राधिकरण**  
**Unique Identification Authority of India**

नामांकन क्रम/ Enrolment No.: 2728/10477/87054

To  
वर्निता कठेरिया  
Varnita Katheria  
D/O Ved Prakash Katheria,  
88, B UTSAV MAHANAGAR,  
VTC: Bareilly,  
PO: Bareilly,  
District: Bareilly,  
State: Uttar Pradesh,  
PIN Code: 243001,  
Mobile: 9997737666

Signature valid  
Digitally signed by Varnita Katheria  
DN: cn=Varnita Katheria, o=Unique Identification Authority of India, email=varnita.katheria@gmail.com



आपका **आधार क्रमांक / Your Aadhaar No. :**  
**XXXX XXXX 1329**  
VID : 9133 8388 5587 6203

**मेरा आधार, मेरी पहचान**



**भारत सरकार**  
**Government of India**

**भारतीय विशिष्ट पहचान प्राधिकरण**  
**Unique Identification Authority of India**

वर्निता कठेरिया  
Varnita Katheria  
जन तिथि/DOB: 27/09/1996  
महिला/ FEMALE



आधार पहचान का प्रमाण है, नागरिकता या जन्मतिथि का नहीं।  
इसका उपयोग सत्यापन (ऑनलाइन प्रमाणीकरण, या क्यूआर कोड/ ऑनलाइन प्रमाणीकरण की सुविधा) के साथ किया जाना चाहिए।  
Aadhaar is proof of identity, not of citizenship  
or date of birth. It should be used with verification (online authentication, or scanning of QR code / offline XML).

**XXXX XXXX 1329**  
**मेरा आधार, मेरी पहचान**



**सूचना / INFORMATION**

- आधार पहचान का प्रमाण है, नागरिकता या जन्मतिथि का नहीं। जन्मतिथि के प्रमाण के दस्तावेज पर आधारित है।
- इस आधार पर को यूआईडीआईएआई द्वारा नियुक्त प्रमाणीकरण एजेंसी के जरिए ऑनलाइन प्रमाणीकरण के द्वारा सत्यापित किया जाना चाहिए या ऐप स्टोर में उपलब्ध एमआधार या आधार क्यूआर कोड स्कैनर ऐप से क्यूआर कोड को स्कैन करके या [www.uidai.gov.in](http://www.uidai.gov.in) पर उपलब्ध सुरक्षित क्यूआर कोड रीडर का उपयोग करके सत्यापित किया जाना चाहिए।
- आधार विशिष्ट और सुरक्षित है।
- पहचान और पते के समर्थन में दस्तावेजों को आधार के लिए नामांकन की तारीख से प्रत्येक 10 वर्ष में कम से कम एक बार आधार में अपडेट कराना चाहिए।
- आधार विभिन्न सरकारी और गैर-सरकारी फायदा/सेवाओं का लाभ लेने में सहायता करता है।
- आधार में अपना मोबाइल नंबर और ईमेल आईडी अपडेट करें।
- आधार सेवाओं का लाभ लेने के लिए एमआधार ऐप डाउनलोड करें।
- आधार/बॉयोमेट्रिक्स का उपयोग न करने के समय सुरक्षा सुनिश्चित करने के लिए आधार/बॉयोमेट्रिक्स लॉक/अनलॉक सुविधा का उपयोग करें।
- आधार की मांग करने वाले सहमति लेने के लिए बाध्य हैं।
- Aadhaar is proof of identity, not of citizenship or date of birth (DOB). DOB is based on information supported by proof of DOB document specified in regulations, submitted by Aadhaar number holder.
- This Aadhaar letter should be verified through either online authentication by UIDAI-appointed authentication agency or QR code scanning using mAadhaar or Aadhaar QR Scanner app available in app stores or using secure QR code reader app available on [www.uidai.gov.in](http://www.uidai.gov.in)
- Aadhaar is unique and secure.
- Documents to support identity and address should be updated in Aadhaar after every 10 years from date of enrolment for Aadhaar.
- Aadhaar helps you avail of various Government and Non-Government benefits/services.
- Keep your mobile number and email id updated in Aadhaar.
- Download mAadhaar app to avail of Aadhaar services.
- Use the feature of Lock/Unlock Aadhaar/biometrics to ensure security when not using Aadhaar/biometrics.
- Entities seeking Aadhaar are obligated to seek consent.



पता:  
D/O Ved Prakash Katheria, 88, B UTSAV  
MAHANAGAR, Bareilly, PO: Bareilly, DIST:  
Bareilly,  
Uttar Pradesh - 243001

**XXXX XXXX 1329**  
**VID : 9133 8388 5587 6203**

1947 | [help@uidai.gov.in](mailto:help@uidai.gov.in) | [www.uidai.gov.in](http://www.uidai.gov.in)

## Govt ID #2

## Personal Information

Full Name	Varnita Katheria
Former Name / Maiden Name	N/A
Mobile Number	9997737666
Father's Name	Ved Prakash Katheria
Spouse's Name	N/A
Date of Birth	27-09-1996
Age	29 years 1 month
Gender	female
Alternative Mobile Number	NA
Aadhar Card Number	558719171329
Aadhar Card Number	9997737666
Pan Card Number	EJTPK5905E
Nationality	Indian
Marital Status	Single

## Permanent Address

House no	88-B Utsav Part - 1
Street	Mahanagar Colony near pilibhit bypass road
District	N/A
City	Bareilly
State	UP
Pincode	243006

## Current Address

House no	Flat no. - 5292, Floor- 29, Tower - 5
Street	Society - ATS Nobility, Noida (UP)
District	Greater Noida Sector - 4
City	Noida
State	UP
Pincode	201318

## LATEST EMPLOYMENT 1

I am a Fresher and do not have any prior employment experience	
Name of the Employer:	Accenture
Job Location:	Gurugram
Employee ID:	11802338
Designation:	Order to Cash Operations Associate
UAN Number:	101518206005
From Date:	30-09-2019
To Date:	01-06-2023
Name of the Reporting Manager:	Ruby Singh
Manager's Contact No:	9871918064
Manager's Contact Email:	ruby.c.yadav@accenture.com
Reasons for leaving:	To pursue higher studies for skill enhancement and professional growth.
HR Name:	
HR Contact No:	
HR Email ID:	NA
Last Salary Drawn:	26009.00
Position Type:	permanent
Agency Details:	
Resignation Acceptance	1
Relieving Letter	1
Latest 3 months pay slip	1
I am a Fresher and do not have any prior employment experience	
Name of the Employer:	Accenture
Job Location:	Gurugram
Employee ID:	11802338
Designation:	Order to Cash Operations Associate
UAN Number:	101518206005
From Date:	30-09-2019
To Date:	01-06-2023
Name of the Reporting Manager:	Ruby Singh



## LATEST EMPLOYMENT 1

Manager's Contact No:	9871918064
Manager's Contact Email:	ruby.c.yadav@accenture.com
Reasons for leaving:	To pursue higher studies for skill enhancement and professional growth.
HR Name:	
HR Contact No:	
HR Email ID:	NA
Last Salary Drawn:	26009.00
Position Type:	permanent
Agency Details:	
Resignation Acceptance	1
Relieving Letter	1
Latest 3 months pay slip	1

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## POST GRADUATION

I haven't done my Post Graduation	
College Name:	Symbiosis School of banking and finance
College Location:	Pune, Maharashtra
University Name:	Symbiosis International University
Major / Specialisation	Banking and Finance (Fintech)
Course / Qualification:	MBA
Part Time/ Full Time:	full_time
Roll Number / Register Number:	23020942115
From:	05-06-2023
To:	31-03-2025
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	1
Degree Certificate	1
I haven't done my Post Graduation	
College Name:	Symbiosis School of banking and finance
College Location:	Pune, Maharashtra
University Name:	Symbiosis International University
Major / Specialisation	Banking and Finance (Fintech)
Course / Qualification:	MBA
Part Time/ Full Time:	full_time
Roll Number / Register Number:	23020942115
From:	05-06-2023
To:	31-03-2025
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	1
Degree Certificate	1

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## GRADUATION

I haven't done my Graduation	
College Name:	Shaheed Bhagat Singh College
College Location:	New Delhi
University Name:	Delhi University
Major / Specialisation	Finance
Course / Qualification:	B.com Hons
Part Time/ Full Time:	full_time
Roll Number / Register Number:	16064504102
From:	31-07-2016
To:	28-06-2019
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	1
I haven't done my Graduation	
College Name:	Shaheed Bhagat Singh College
College Location:	New Delhi
University Name:	Delhi University
Major / Specialisation	Finance
Course / Qualification:	B.com Hons
Part Time/ Full Time:	full_time
Roll Number / Register Number:	16064504102
From:	31-07-2016
To:	28-06-2019
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	1

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## 12TH STANDARD

I haven't done my 12th Standard	
School Name/College Name:	Kunwar R Singh I C Pithanpur Kasganj
School Location:	Kasganj
Board Name/University Name:	UP Board
Major Subjects	Science stream (Physics, Chemistry, Mathematics, English)
Course / Qualification:	Intermediate
Part Time/ Full Time:	full_time
Roll Number / Register Number:	0392399
From:	01-04-2015
To:	15-05-2016
Marksheet	1
I haven't done my 12th Standard	
School Name/College Name:	Kunwar R Singh I C Pithanpur Kasganj
School Location:	Kasganj
Board Name/University Name:	UP Board
Major Subjects	Science stream (Physics, Chemistry, Mathematics, English)
Course / Qualification:	Intermediate
Part Time/ Full Time:	full_time
Roll Number / Register Number:	0392399
From:	01-04-2015
To:	15-05-2016
Marksheet	1

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## PROFESSIONAL REFERENCE 1

Name of the Person:	Sahil Bhardwaj
Designation:	Order to Cash Operations (Team Lead)
Contact No:	8585970384
Email ID:	sahil.a.bhardwaj@accenture.com
Name of the Organisation:	Accenture
Name of the Person:	Sahil Bhardwaj
Designation:	Order to Cash Operations (Team Lead)
Contact No:	8585970384
Email ID:	sahil.a.bhardwaj@accenture.com
Name of the Organisation:	Accenture

## PROFESSIONAL REFERENCE 2

Name of the Person:	Ruby Singh
Designation:	Order to Cash Operations (Manager)
Contact No:	
Email ID:	ruby.c.yadav@accenture.com
Name of the Organisation:	Accenture
Name of the Person:	Ruby Singh
Designation:	Order to Cash Operations (Manager)
Contact No:	
Email ID:	ruby.c.yadav@accenture.com
Name of the Organisation:	Accenture

POST GRADUATION	
University / Institute Name	Symbiosis International University
Course	MBA
Specialization Major	Banking and Finance (Fintech)
Start Date	2023-06-05
End Date	2025-03-31
Gap Status	4 years and 0 months

GRADUATION	
University / Institute Name	Delhi University
Course	B.com Hons
Specialization Major	Finance
Start Date	2016-07-15
End Date	2019-06-28
Gap Status	0 years and 2 months

SENIOR SECONDARY	
School Name	Kunwar R Singh Intermediate College, Pithanpur, Kasgan
Start Date	2015-04-01

SECONDARY	
School Name	Bishop Conrad Senior Secondary School, Bareilly
Start Date	2012-04-02
End Date	2013-03-31

Employment Deails	
Years of Experience	3.9
No of Employment	1

Employment (1)	
Employment Type	employed
Start Date	2019-09-30
End Date	2023-06-01



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.

Varnita Katheria		27-10-2025
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](mailto:onboarding@goldquestglobal.in). Additionally, you can reach out to us at [onboarding@goldquestglobal.in](mailto:onboarding@goldquestglobal.in).