

# Background Verification Form

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

## Applicant's CV

### TANUJ SHARMA

+91-8512879124

Haryana, India

tanujsharma84471@gmail.com

#### ABOUT ME

Detail-oriented and analytical recent B.Com (Honors) graduate with a solid foundation in statistics, data analysis, and data visualization. Proficient in Excel, SQL, and Python. Eager to apply technical skills and problem-solving abilities to support data-driven decision-making in a dynamic organization.

#### EDUCATION

- Bachelor of Commerce (Honours)**  
Guru Gobind Singh Indraprastha University, New Delhi  
Year: 2025 | CGPA: 7.15
- Senior Secondary (Class XII - Commerce with Mathematics)**  
St. Joseph's Convent School, CBSE Board, Faridabad  
Year: 2022 | Percentage: 73%
- Secondary (Class X)**  
St. Joseph's Convent School, CBSE Board, Faridabad  
Year: 2020 | Percentage: 69%

#### EXPERIENCE

##### STUDDS ACCESSORIES LIMITED (INTERNSHIP)

JULY 2024- AUGUST 2024

- Collaborated with the finance team to improve accuracy and efficiency in expense tracking and reporting.
- Supported the finance team in preparing monthly and quarterly financial reports, using Advanced Excel for data consolidation, trend analysis, and automated dashboards (Pivot Tables, VLOOKUP, INDEX-MATCH, Macros).

#### CERTIFICATIONS

- Advanced Excel
- C Programming
- C++ Programming
- Python Programming
- MySQL

#### SKILLS

- Programming Languages:** C, C++, and Python
- Data Tools:** MS Excel, Google Sheets, SQL (MySQL), Power BI, R Studio, Tally ERP 9

#### LANGUAGES

- English - Fluent
- Hindi - Native

## Govt ID #1



भारत सरकार  
GOVERNMENT OF INDIA



Tanuj Sharma

2004-09-17

Male

xxxxxxxxxx8941

#### Address:

S/O Ram Kumar, House No. FCA No. 2560,  
Gali No. 5, B Block, S G M Nagar, Faridabad,  
25 Feet Road, Faridabad, Haryana, 121001



मेरा आधार, मेरी पहचान

## Personal Information

Full Name	Tanuj Sharma
Former Name / Maiden Name	N/A
Mobile Number	8512879124
Father's Name	Ram Kumar
Spouse's Name	N/A
Date of Birth	17-09-2004
Age	21 years 1 month
Gender	male
Alternative Mobile Number	8586072403
Aadhar Card Number	427949088941
Aadhar Card Number	8512879124
Pan Card Number	QEOPS3577G
Nationality	Indian
Marital Status	Single

## Permanent Address

House no	2560, b Block, gali no. 5, 25 feet road,
Street	SGM NAGAR, NIT
District	N/A
City	Faridabad
State	HR
Pincode	121001

## Current Address

House no	2560, b Block, gali no. 5, 25 feet road,
Street	SGM NAGAR, NIT
District	N/A
City	Faridabad
State	HR
Pincode	121001

## GRADUATION

I haven't done my Graduation	
College Name:	Jagannath International Management School
College Location:	Kalkaji, New delhi
University Name:	Guru Gobind singh Indraprastha University, New Delhi
Major / Specialisation	Account and Finance
Course / Qualification:	Account and Finance
Part Time/ Full Time:	full_time
Roll Number / Register Number:	35324588822
From:	18-07-2022
To:	21-07-2025
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	0
Degree Certificate	0
I haven't done my Graduation	
College Name:	Jagannath International Management School
College Location:	Kalkaji, New delhi
University Name:	Guru Gobind singh Indraprastha University, New Delhi
Major / Specialisation	Account and Finance
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Marksheet	1
Provisional Certificate / Diploma / Other Certificates	0
Degree Certificate	0



GURU GOBIND SINGH  
INDRAPRASTHA  
UNIVERSITY

# Guru Gobind Singh Indraprastha University, Delhi

COE/EXAM/PO1429/MAR.22

C/T CGA002560

## CONSOLIDATED GRADE SHEET

### BACHELOR OF COMMERCE (HONOURS)

**NAME:** TANUJ SHARMA **TOTAL CREDITS OF PROGRAMME:** 142  
**ENROLLMENT:** 35324588822 **MINIMUM CREDITS REQUIRED:** 134  
**FATHER'S NAME:** MR. RAM KUMAR **YEAR OF COMPLETION:** May, 2025  
**YEAR OF ADMISSION:** 2022 **PROGRAMME DURATION:** THREE YEARS  
**INSTITUTE:** JAGANNATH INTERNATIONAL MANAGEMENT SCHOOL, KALKAJI

CODE	PAPER	CS	INT	EXT	TOTAL	GRADE	GP
<b>FIRST SEMESTER</b>							
B.COM101	FINANCIAL ACCOUNTING	4	19	35	54	B	6
B.COM103	MICRO ECONOMICS	4	23	32	55	B+	7
B.COM105	QUANTITATIVE TECHNIQUES FOR COMMERCE	4	10	30	40	P	4
B.COM107	MANAGEMENT PROCESSES AND ORGANIZATIONAL BEHAVIOR	4	15	44	59	B+	7
B.COM109	BUSINESS COMMUNICATION	4	21	35	56	B+	7
B.COM111	INFORMATION TECHNOLOGY FOR COMMERCE	2	11	30	41	P	4
B.COM113	INFORMATION TECHNOLOGY FOR COMMERCE (LAB BASED)	2	30	47	77	A+	9
<b>SECOND SEMESTER</b>							
B.COM102	CORPORATE ACCOUNTING	4	22	44	66	A	8
B.COM104	BUSINESS LAWS	4	23	22	45	C	5
B.COM106	MACRO ECONOMICS	4	20	29	49	C	5
B.COM108	BUSINESS STATISTICS	4	21	35	56	B+	7
B.COM110	ENVIRONMENTAL SCIENCE AND SUSTAINABILITY	4	23	34	57	B+	7
B.COM112	MINOR PROJECT - I	3	34	51	85	A+	9
B.COM114	MOOC 1	3	-	60	60	B+	7
<b>THIRD SEMESTER</b>							
B.COM201	COST ACCOUNTING	4	21	41	62	B+	7
B.COM203	CORPORATE LAWS	4	23	51	74	A	8
B.COM205	BUSINESS RESEARCH	3	24	39	63	B+	7
B.COM209	HUMAN RESOURCES MANAGEMENT	4	23	29	52	B	6
B.COM211	BASIC ACCOUNTING SOFTWARE(LAB BASED)	2	36	45	81	A+	9
B.COM213	RESEARCH METHODS FOR COMMERCE(LAB BASED)	2	38	50	88	A+	9
B.COM215	GROUP DISCUSSION AND INTERVIEW SKILLS	2	-	83	83	A+	9
B.COM217	ENTREPRENEURIAL MINDSET	2	24	49	73	A	8
B.COM219	NSS/NOC/OTHERS NOTIFIED BY UNIVERSITY	2	-	94	94	O	10
<b>FOURTH SEMESTER</b>							
B.COM202	MANAGEMENT ACCOUNTING	4	24	28	52	B	6
B.COM204	CORPORATE FINANCE	4	24	31	55	B+	7
B.COM206	BUSINESS ETHICS AND CSR	4	25	29	54	B	6
B.COM210	MARKETING MANAGEMENT	4	23	34	57	B+	7
B.COM212	DATA ANALYSIS WITH SPREADSHEETS (LAB BASED)	2	34	58	92	O	10
B.COM214	INCOME TAX LAWS	4	22	40	62	B+	7
B.COM216	MINOR PROJECT-II	4	35	54	89	A+	9
B.COM218	MOOC II	3	-	60	60	B+	7
<b>FIFTH SEMESTER</b>							
B.COM301	CORPORATE TAXATION	4	21	28	49	C	5
B.COM303	INVESTMENT BANKING	4	21	26	47	C	5
B.COM307	BANKING OPERATIONS	4	23	39	62	B+	7
B.COM313	BASES OF ECONOMETRICS	4	23	37	60	B+	7
B.COM315	INTERNSHIP PROJECT REPORT	4	34	51	85	A+	9
<b>SIXTH SEMESTER</b>							
B.COM302	GST AND E FILING	2	-	91	91	O	10
B.COM304	FINANCIAL TECHNOLOGY	4	25	45	70	A	8
B.COM308	NEW VENTURE FINANCING	4	24	32	56	B+	7
B.COM312	FINANCIAL MODELLING USING SPREADSHEETS (LAB BASED)	2	39	55	94	O	10
B.COM314	MAJOR RESEARCH PROJECT	6	34	42	76	A+	9

CREDITS EARNED: 142 CGPA: 7.15 EQUIVALENT PERCENTAGE: 71.50

DIVISION: FIRST

CSMID: 140600116772

Date of Print: 09-Jul-2025

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 4.0.



Place : Delhi, India

*Mamta*  
Officer In-Charge

*Shri*  
Controller of Examinations

## 12TH STANDARD

I haven't done my 12th Standard	
School Name/College Name:	St. Joseph's Convent School
School Location:	Faridabad, Haryana
Board Name/University Name:	CBSE
Major Subjects	Account and Finance
Course / Qualification:	Commerce
Part Time/ Full Time:	full_time
Roll Number / Register Number:	17615396
From:	17-03-2021
To:	10-03-2022
Marksheet	1
I haven't done my 12th Standard	
School Name/College Name:	St. Joseph's Convent School
School Location:	Faridabad, Haryana
Board Name/University Name:	CBSE
Major Subjects	Account and Finance
Course / Qualification:	Commerce
Part Time/ Full Time:	full_time
Roll Number / Register Number:	17615396
From:	17-03-2021
To:	10-03-2022
Marksheet	1

005784

40041/00131

प्रमाणित क्रमांक  
0225784

0225784

रजि. नं.  
Regn.No.

H222/40041/0131

केन्द्रीय माध्यमिक शिक्षा बोर्ड  
CENTRAL BOARD OF SECONDARY EDUCATION  
अंक विवरणिका सह प्रमाण पत्र  
MARKS STATEMENT CUM CERTIFICATE  
सीनियर स्कूल सर्टिफिकेट परीक्षा, 2022  
SENIOR SCHOOL CERTIFICATE EXAMINATION, 2022

TANUJ SHARMA  
12-09-2020

यह प्रमाणित किया जाता है कि

This is to certify that TANUJ SHARMA

अनुक्रमांक

Roll No. 17615396

माता का नाम

Mother's Name SATYAWATI DEVI

पिता/संरक्षक का नाम

Father's / Guardian's Name RAM KUMAR

विद्यालय

School 40041 ST JOSEPH'S CONVENT SCHOOL NIT FARIDABAD HRY

की शैक्षणिक उपलब्धियां निम्नानुसार हैं has achieved Scholastic Achievements as under :

विषय कोड SUB. CODE	विषय SUBJECT	प्राप्तांक MARKS OBTAINED				स्थितीय ग्रेड POSITIONAL GRADE
		लिखित THEORY	प्रा./PR. आं.मू./IA	योग TOTAL	योग (शब्दों में) TOTAL (IN WORDS)	
301	ENGLISH CORE	056	020	076	SEVENTY SIX	C1
030	ECONOMICS	055	020	075	SEVENTY FIVE	B1
054	BUSINESS STUDIES	046	020	066	SIXTY SIX	C1
055	ACCOUNTANCY	050	020	070	SEVENTY	B2
048	PHYSICAL EDUCATION	049	030	079	SEVENTY NINE	C1
041	MATHEMATICS	032	016	048	FOURTY EIGHT	D1
500	WORK EXPERIENCE					A1
502	HEALTH & PHYSICAL EDUCATION					A1
503	GENERAL STUDIES					A1

परिणाम Result PASS

परीक्षा नियंत्रक  
Controller of Examinations

दिल्ली Delhi

दिनांक Dated : 22-07-2022

सह-शैक्षिक उपलब्धियां : सह-शैक्षिक एवं अनुशासन क्षेत्र में ग्रेडिंग विद्यालय द्वारा अपने स्तर पर बोर्ड द्वारा जारी प्राप्तप्राप्तनुसार प्रदान की जाती है।  
Co-Scholastic achievements : Grading for Co-Scholastic and Discipline area is being issued by the school as per format prescribed by the Board.  
परिवर्तित विषय कोड में, परीक्षा परिणाम 100 अंकों के अंतर्गत दिया गया है।  
In the changed subject code, the test result is given under 100 marks.

## PROFESSIONAL REFERENCE 1

Name of the Person:	Shivani Sharma
Designation:	Analyst
Contact No:	8586072403
Email ID:	Shivanisharma141217@gmail.com
Name of the Organisation:	EXL Services
Name of the Person:	Shivani Sharma
Designation:	Analyst
Contact No:	8586072403
Email ID:	Shivanisharma141217@gmail.com
Name of the Organisation:	EXL Services

## PROFESSIONAL REFERENCE 2

Name of the Person:	Ayushi sinha
Designation:	Senior anlaysst
Contact No:	
Email ID:	
Name of the Organisation:	Exl Services
Name of the Person:	Ayushi sinha
Designation:	Senior anlaysst
Contact No:	
Email ID:	
Name of the Organisation:	Exl Services

## GRADUATION

University / Institute Name	N/A
Course	N/A
Specialization Major	N/A
Start Date	N/A
End Date	N/A
Gap Status	0 years and 0 months

## SENIOR SECONDARY

School Name	N/A
Start Date	N/A

## SECONDARY

School Name	N/A
Start Date	N/A
End Date	N/A

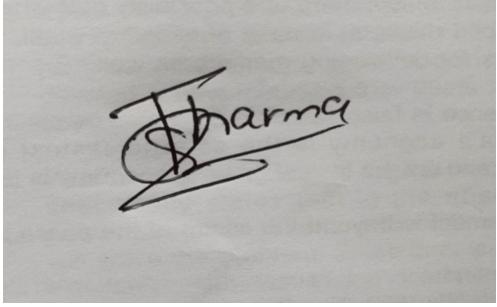
## Employment Details

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.

Tanuj Sharma		27-10-2025
<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).