



## Personal Information

|                           |                   |
|---------------------------|-------------------|
| Full Name                 | Utkarsh Dogra     |
| Former Name / Maiden Name | N/A               |
| Mobile Number             | 9971401812        |
| Father's Name             | Anil kumar        |
| Spouse's Name             | N/A               |
| Date of Birth             | 24-09-1999        |
| Age                       | 26 years 3 months |
| Gender                    | male              |
| Alternative Mobile Number | 7827462773        |
| Aadhar Card Number        | 348160311162      |
| Aadhar Card Number        | N/A               |
| Pan Card Number           | FKZPD2762Q        |
| Nationality               | Indian            |
| Marital Status            | Single            |

## Permanent Address

|          |   |
|----------|---|
| House no | RZG-398 T/F-02 RAJ NAGAR PART-2 PALAM GALI NO-6 BLOCK G |
| Street   | Raj Nagar Part 2  |
| District | Palam   |
| City     | Delhi   |
| State    | DL  |
| Pincode  | 110077  |

## Current Address

|          |   |
|----------|---|
| House no | RZG-398 T/F-02 RAJ NAGAR PART-2 PALAM GALI NO-6 BLOCK G |
| Street   | Raj Nagar Part 2  |
| District | Palam   |
| City     | Delhi   |
| State    | DL  |
| Pincode  | 110077  |

## LATEST EMPLOYMENT 1

|  |                             |
|--|-----------------------------|
| I am a Fresher and do not have any prior employment experience |                             |
| Name of the Employer:  | Genpact Private Limited     |
| Job Location:  | Gurgaon                     |
| Employee ID:   | 703386930                   |
| Designation:   | Senior Associate            |
| UAN Number:  | 101837247323                |
| From Date:   | 18-03-2024                  |
| To Date:   | 29-11-2025                  |
| Name of the Reporting Manager:                                 | Vikas Tyagi                 |
| Manager's Contact No:  | 8800909624                  |
| Manager's Contact Email:                                       | Vikas.Tyagi1@genpact.com    |
| Reasons for leaving:   | Growth opportunities        |
| HR Name:   | Bharti Pathania             |
| HR Contact No:   |                             |
| HR Email ID:   | bharti.pathania@genpact.com |
| Last Salary Drawn:   | 460000                      |
| Position Type:   | permanent                   |
| Current Status:  | relieved_completed_fnf      |
| Agency Name (if third party):                                  |                             |
| Agency Details:  |                             |
| Resignation Acceptance   |                             |
| 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:  | Genpact Private Limited     |
| Job Location:  | Gurgaon                     |
| Employee ID:   | 703386930                   |
| Designation:   | Senior Associate            |
| UAN Number:  | 101837247323                |
| From Date:   | 18-03-2024                  |
| To Date:   | 29-11-2025                  |
| Name of the Reporting Manager:                                 | Vikas Tyagi                 |

## LATEST EMPLOYMENT 1

|                               |                             |
|-------------------------------|-----------------------------|
| Manager's Contact No:         | 8800909624                  |
| Manager's Contact Email:      | Vikas.Tyagi1@genpact.com    |
| Reasons for leaving:          | Growth opportunities        |
| HR Name:                      | Bharti Pathania             |
| HR Contact No:                |                             |
| HR Email ID:                  | bharti.pathania@genpact.com |
| Last Salary Drawn:            | 460000                      |
| Position Type:                | permanent                   |
| Current Status:               | relieved_completed_fnf      |
| Agency Name (if third party): |                             |
| Agency Details:               |                             |
| Resignation Acceptance        |                             |
| Relieving Letter              | 1                           |
| 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          |                         |
| Name of the Employer:                      | Startek Private Limited |
| Job Location:                              | Gurgaon                 |
| Employee ID:                               | 8052893                 |
| Designation:                               | Senior executive        |
| UAN Number:                                | 101837247323            |
| From Date:                                 | 15-02-2023              |
| To Date:                                   | 12-03-2024              |
| Name of the Reporting Manager:             | Rahul Bhardwaj          |
| Manager's Contact No:                      | 8447956594              |
| Manager's Contact Email:                   |                         |
| Reasons for leaving:                       | Better opportunity      |
| HR Name:                                   |                         |
| HR Contact No:                             |                         |
| HR Email ID:                               | hr@companyname.com      |
| Last Salary Drawn:                         | 350000                  |
| Position Type:                             | Permanent               |
| Agency Details:                            |                         |
| Resignation Acceptance                     |                         |
| Relieving Letter                           | 1                       |
| Latest 3 months pay slip                   |                         |
| If you do not remember, please write 'NA'. | NIL                     |
| I haven't done my EX-EMPLOYMENT-2          |                         |
| Name of the Employer:                      | Startek Private Limited |
| Job Location:                              | Gurgaon                 |
| Employee ID:                               | 8052893                 |
| Designation:                               | Senior executive        |
| UAN Number:                                | 101837247323            |
| From Date:                                 | 15-02-2023              |
| To Date:                                   | 12-03-2024              |
| Name of the Reporting Manager:             | Rahul Bhardwaj          |

## EX EMPLOYMENT 2

|                          |                    |
|--------------------------|--------------------|
| Manager's Contact No:    | 8447956594         |
| Manager's Contact Email: |                    |
| Reasons for leaving:     | Better opportunity |
| HR Name:                 |                    |
| HR Contact No:           |                    |
| HR Email ID:             | hr@companyname.com |
| Last Salary Drawn:       | 350000             |
| Position Type:           | Permanent          |
| Agency Details:          |                    |
| Resignation Acceptance   |                    |
| Relieving Letter         | 1                  |
| Latest 3 months pay slip |                    |

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## GRADUATION

|  |  |
|--|--|
| I haven't done my Graduation                           |  |
| College Name:  | Institute of Innovation Technology and Management (IITM) |
| College Location:                                      | Janakpuri  |
| University Name:                                       | Guru Gobind Singh Indraprastha University                |
| Major / Specialisation                                 | Business administration                                  |
| Course / Qualification:                                | BBA  |
| Part Time/ Full Time:                                  | full_time  |
| Roll Number / Register Number:                         | 68124401717  |
| From:  | 01-06-2017   |
| To:  | 30-12-2020   |
| Marksheet  | 1  |
| Provisional Certificate / Diploma / Other Certificates |  |
| Degree Certificate                                     | 1  |
| I haven't done my Graduation                           |  |
| College Name:  | Institute of Innovation Technology and Management (IITM) |
| College Location:                                      | Janakpuri  |
| University Name:                                       | Guru Gobind Singh Indraprastha University                |
| Major / Specialisation                                 | Business administration                                  |
| Course / Qualification:                                | BBA  |
| Part Time/ Full Time:                                  | full_time  |
| Roll Number / Register Number:                         | 68124401717  |
| From:  | 01-06-2017   |
| To:  | 30-12-2020   |
| Marksheet  | 1  |
| Provisional Certificate / Diploma / Other Certificates |  |
| Degree Certificate                                     | 1  |



Guru Gobind Singh Indraprastha University, Delhi

COE/160/AUG 20

P2 7039842



CONSOLIDATED GRADE SHEET

BACHELOR OF BUSINESS ADMINISTRATION

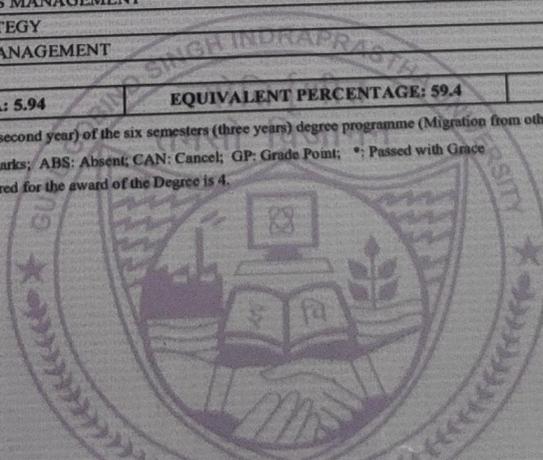


NAME: UTKARSH DOGRA TOTAL CREDITS OF PROGRAMME: 96  
 ENROLLMENT: 68124401717 MINIMUM CREDITS REQUIRED: 90  
 FATHER'S NAME: ANIL KUMAR YEAR OF COMPLETION: Nov, 2020  
 YEAR OF ADMISSION: 2018 PROGRAMME DURATION: THREE YEARS  
 INSTITUTE: INSTITUTE OF INNOVATION IN TECHNOLOGY & MANAGEMENT

| CODE                      | PAPER   | CS                | INT | EXT                                | TOTAL | GRADE                   | GP |
|---------------------------|---|-------------------|-----|------------------------------------|-------|-------------------------|----|
| <b>THIRD SEMESTER</b>     |   |                   |     |                                    |       |                         |    |
| BBA201                    | BUSINESS LAW  | 4                 | 15  | 25                                 | 40    | P                       | 4  |
| BBA203                    | MARKETING MANAGEMENT                                | 4                 | 15  | 28                                 | 43    | P                       | 4  |
| BBA205                    | BUSINESS ETHICS AND CORPORATE SOCIAL RESPONSIBILITY | 4                 | 17  | 23                                 | 40    | P                       | 4  |
| BBA207                    | MANAGEMENT ACCOUNTING                               | 4                 | 12  | 27                                 | 40*   | P                       | 4  |
| BBA209                    | INDIAN ECONOMY                                      | 4                 | 8   | 29                                 | 40*   | P                       | 4  |
| BBA211                    | ENVIRONMENTAL SCIENCE                               | 2                 | -   | 71                                 | 71    | A                       | 8  |
| <b>FOURTH SEMESTER</b>    |   |                   |     |                                    |       |                         |    |
| BBA202                    | HUMAN RESOURCE MANAGEMENT                           | 4                 | 8   | 38                                 | 46    | C                       | 5  |
| BBA204                    | FINANCIAL MANAGEMENT                                | 0                 | 15  | 21                                 | AUDIT | F                       | 0  |
| BBA206                    | RESEARCH METHODOLOGY                                | 4                 | 14  | 45                                 | 59    | B+                      | 7  |
| BBA208                    | RESEARCH METHODOLOGY LAB                            | 2                 | 26  | 51                                 | 77    | A+                      | 9  |
| BBA210                    | INFORMATION SYSTEMS MANAGEMENT                      | 4                 | 11  | 38                                 | 49    | C                       | 5  |
| BBA212                    | INFORMATION SYSTEMS MANAGEMENT LAB                  | 2                 | 30  | 44                                 | 74    | A                       | 8  |
| BBA214                    | MANAGERIAL SKILL DEVELOPMENT                        | 2                 | -   | 42                                 | 42    | P                       | 4  |
| <b>FIFTH SEMESTER</b>     |   |                   |     |                                    |       |                         |    |
| BBA301                    | INCOME TAX LAW AND PRACTICE                         | 4                 | 18  | 25                                 | 43    | P                       | 4  |
| BBA303                    | PRODUCTION & OPERATIONS MANAGEMENT                  | 4                 | 13  | 38                                 | 51    | B                       | 6  |
| BBA305                    | SERVICES MARKETING                                  | 4                 | 16  | 29                                 | 45    | C                       | 5  |
| BBA307                    | ENTERPRENEURSHIP DEVELOPMENT                        | 4                 | 14  | 44                                 | 58    | B+                      | 7  |
| BBA309                    | GOODS & SERVICES TAX (GST)                          | 4                 | 12  | 27                                 | 40*   | P                       | 4  |
| BBA311                    | SUMMER TRAINING REPORT                              | 6                 | 28  | 37                                 | 65    | A                       | 8  |
| <b>SIXTH SEMESTER</b>     |   |                   |     |                                    |       |                         |    |
| BBA302                    | PROJECT MANAGEMENT                                  | 4                 | 21  | 36                                 | 57    | B+                      | 7  |
| BBA304                    | DIGITAL MARKETING                                   | 4                 | 23  | 44                                 | 67    | A                       | 8  |
| BBA306                    | INTERNATIONAL BUSINESS MANAGEMENT                   | 4                 | 21  | 44                                 | 65    | A                       | 8  |
| BBA308                    | BUSINESS POLICY & STRATEGY                          | 4                 | 22  | 46                                 | 68    | A                       | 8  |
| BBA310                    | SALES & DISTRIBUTION MANAGEMENT                     | 4                 | 23  | 37                                 | 60    | B+                      | 7  |
| BBA312                    | PROJECT REPORT                                      | 6                 | 46  | 49                                 | 95    | O                       | 10 |
| <b>CREDITS EARNED: 92</b> |   | <b>CGPA: 5.94</b> |     | <b>EQUIVALENT PERCENTAGE: 59.4</b> |       | <b>DIVISION: SECOND</b> |    |

NOTE: The student was admitted as in the third semester (second year) of the six semesters (three years) degree programme (Migration from other University).  
 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.

CSMID: 140000085377  
 Date of Print: 11-Jan-2021





GURU GOBIND SINGH  
INDRAPRASTHA  
UNIVERSITY

COE/F34/JUL.08

## Guru Gobind Singh Indraprastha University, Delhi

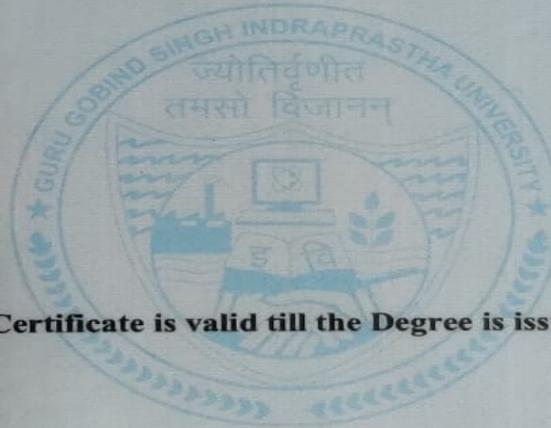
PROVISIONAL CERTIFICATE

4543227

Sr. No.: 14000085377



This is to certify that Mr./Ms. UTKARSH DOGRA (Enrollment No.:68124401717) S/o/D/o ANIL KUMAR was a bonafide student of BACHELOR OF BUSINESS ADMINISTRATION programme of 6 SEMESTERS duration at INSTITUTE OF INNOVATION IN TECHNOLOGY & MANAGEMENT of the Guru Gobind Singh Indraprastha University. He/She was admitted in THIRD SEMESTER in year 2018. He/She has earned 92 against the minimum requirement of 90 credits for the award of the BACHELOR OF BUSINESS ADMINISTRATION degree in NOV, 2020. His/her final CGPA is 5.94 against the minimum required CGPA 4.00.



**This Certificate is valid till the Degree is issued.**

Date of Issue: 21/01/2021

Print Date: 11-JAN-2021

Place: Delhi, India

Officer In-Charge

Controller of Examinations

## GRADUATION

University / Institute Name

Guru Gobind Singh Indraprastha University

## SECONDARY

|             |            |
|-------------|------------|
| School Name | N/A        |
| Start Date  | N/A        |
| End Date    | N/A        |
| End Date    | 2020-12-30 |

## Employment Details

|                     |     |
|---------------------|-----|
| Years of Experience | 3.5 |
| No of Employment    | 3   |

## Employment (1)

|                 |                      |
|-----------------|----------------------|
| Employment Type | employed             |
| Start Date      | 2022-06-09           |
| End Date        | 2023-02-08           |
| Gap Status      | 0 years and 0 months |

## Employment (2)

|                 |            |
|-----------------|------------|
| Employment Type | employed   |
| Start Date      | 2023-02-15 |
| End Date        | 2024-03-12 |

GAP:7 day(s)

## Employment (3)

|                 |            |
|-----------------|------------|
| Employment Type | employed   |
| Start Date      | 2024-03-18 |

## Employment (3)

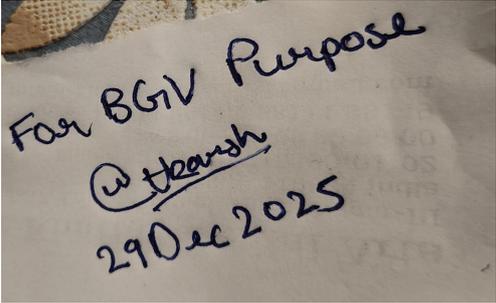
|          |            |
|----------|------------|
| End Date | 2025-11-29 |
|----------|------------|

GAP:6 day(s)

## 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.

|                                   |  |                            |
|-----------------------------------|--|----------------------------|
| Utkarsh Dogra                     |  | 28-12-2025                 |
| <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).