

# Background Verification Form

Company name: AML RIGHTSOURCE INDIA PVT LTD NOIDA UP PIN: 201301  
Mode of Application: NORMAL BGV(EMPLOYMENT)

## Applicant's CV

### RESUME

#### SHIVAM GUPTA

##### CONTACT

 +91- 9109406861  
 gupta.shivam7794@gmail.com  
 Gwalior, M.P, India

##### EDUCATION

B.E. /B.Tech Computer Science Engineering  
Aug 2012 - Jul 2016

NRI College of Engineering & Management, Gwalior, Madhya Pradesh

##### AWARDS & ACCOMPLISHMENTS

- Won the participant price in Ethical Hacking program.
- Got an opportunity of being of Event Manager at College Exhibition.

##### SKILLS

- Basic Computer Knowledge
- MS-Excel
- Good Team Player
- problem-solving skills
- HTML
- CSS
- JAVASCRIPT

##### LANGUAGE

- English
- Hindi

##### SUMMARY

Skilled in MS Excel and Basic Computer Knowledge. Adaptable, reliable, and committed to delivering quality work. Seeking to contribute skills and dedication to support organizational growth.

##### WORK EXPERIENCE

**Provana India Pvt. Limited**  
PROCESS EXPERT  
Jul 2024 - Sep 2025

- Data Entry:** Accurately input and maintain records of legal transactions and documents.
- Document Processing:** Handle incoming and outgoing legal documents, ensuring compliance with company procedures.
- Data Verification:** Verify and reconcile data to ensure accuracy and completeness.
- Confidentiality:** Handle sensitive information with integrity and discretion.

**Cogent E-services Pvt. Limited**  
CUSTOMER SUPPORT ASSOCIATE  
Jun 2023 - Jul 2024

- Responded to customer inquiries about products, services, and company information.
- Improved customer satisfaction by resolving requests promptly and effectively.
- Handled challenging situations with empathy and diplomacy, preventing escalations.
- Provided product and service guidance, recommending additional offerings to potential customers.

Image #1 not found.

## Personal Information

Full Name	Shivam Gupta
Former Name / Maiden Name	N/A
Mobile Number	9109406861
Father's Name	Hemant Gupta
Spouse's Name	N/A
Date of Birth	20-07-1994
Age	31 years 3 months
Gender	male
Alternative Mobile Number	9625849060
Aadhar Card Number	501980141298
Aadhar Card Number	9109406861
Pan Card Number	DTTPG3553F
Nationality	Indian
Marital Status	Single

## Permanent Address

House no	House No. 1371, Ward No.57
Street	Tejendra Nath Ki Gali, Lohiya Bazar
District	N/A
City	Gwalior
State	MP
Pincode	474001

## Current Address

House no	Best & Luxury P.G, Room No. 205
Street	Gali No. 3, Hoshiyarpur
District	Noida Sector - 51, Hoshiyarpur Village
City	Noida
State	UP
Pincode	201303

## EX EMPLOYMENT 2

I haven't done my EX-EMPLOYMENT-2	0
Name of the Employer:	Provana India Pvt. Ltd
Job Location:	Noida
Employee ID:	108313
Designation:	Process Expert
UAN Number:	101240666540
From Date:	30-07-2024
To Date:	04-09-2025
Name of the Reporting Manager:	Asha Kumari Gupta
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	Family Issue
HR Name:	
HR Contact No:	
HR Email ID:	HR.helpdesk@provana.com
Last Salary Drawn:	38486.00
Position Type:	Process Expert
Agency Details:	
Resignation Acceptance	1
Relieving Letter	1
Latest 3 months pay slip	1
I haven't done my EX-EMPLOYMENT-2	0
Name of the Employer:	Provana India Pvt. Ltd
Job Location:	Noida
Employee ID:	108313
Designation:	Process Expert
UAN Number:	101240666540
From Date:	30-07-2024
To Date:	04-09-2025
Name of the Reporting Manager:	Asha Kumari Gupta
Manager's Contact No:	
Manager's Contact Email:	

## EX EMPLOYMENT 2

Reasons for leaving:	Family Issue
HR Name:	
HR Contact No:	
HR Email ID:	HR.helpdesk@provana.com
Last Salary Drawn:	38486.00
Position Type:	Process Expert
Agency Details:	
Resignation Acceptance	1
Relieving Letter	1
Latest 3 months pay slip	1

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## GRADUATION

I haven't done my Graduation	
College Name:	NRI College of Engineering & Management
College Location:	Gwalior
University Name:	Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal
Major / Specialisation	Computer Science Engineering
Course / Qualification:	B.E/ B.Tech
Part Time/ Full Time:	full_time
Roll Number / Register Number:	0937CS121032
From:	01-08-2012
To:	01-07-2016
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	0
Degree Certificate	1
I haven't done my Graduation	
College Name:	NRI College of Engineering & Management
College Location:	Gwalior
University Name:	Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal
Major / Specialisation	Computer Science Engineering
Course / Qualification:	B.E/ B.Tech
Part Time/ Full Time:	full_time
Roll Number / Register Number:	0937CS121032
From:	01-08-2012
To:	01-07-2016
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	0
Degree Certificate	1

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## 12TH STANDARD

I haven't done my 12th Standard	
School Name/College Name:	Miss Hills H.S. School
School Location:	Gwalior
Board Name/University Name:	Board of Secondary Education, Madhya Pradesh, Bhopal
Major Subjects	Science: Physics, Chemistry, Mathematics/Biology
Course / Qualification:	Senior Secondary (12th)
Part Time/ Full Time:	full_time
Roll Number / Register Number:	221422817
From:	01-07-2011
To:	01-03-2012
Marksheet	1
I haven't done my 12th Standard	
School Name/College Name:	Miss Hills H.S. School
School Location:	Gwalior
Board Name/University Name:	Board of Secondary Education, Madhya Pradesh, Bhopal
Major Subjects	Science: Physics, Chemistry, Mathematics/Biology
Course / Qualification:	Senior Secondary (12th)
Part Time/ Full Time:	full_time
Roll Number / Register Number:	221422817
From:	01-07-2011
To:	01-03-2012
Marksheet	1

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## 10TH STANDARD

I haven't done my 10TH Standard	
School Name/College Name:	Miss Hills H.S. School
School Location:	Gwalior
Board Name/University Name:	Board Of Secondary Education, Madhya Pradesh, Bhopal
Major Subjects	All Subjects
Course / Qualification:	Higher Secondary (10th)
Part Time/ Full Time:	full_time
Roll Number / Register Number:	101428102
From:	01-07-2009
To:	01-03-2010
Marksheet	1
I haven't done my 10TH Standard	
School Name/College Name:	Miss Hills H.S. School
School Location:	Gwalior
Board Name/University Name:	Board Of Secondary Education, Madhya Pradesh, Bhopal
Major Subjects	All Subjects
Course / Qualification:	Higher Secondary (10th)
Part Time/ Full Time:	full_time
Roll Number / Register Number:	101428102
From:	01-07-2009
To:	01-03-2010
Marksheet	1

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## GRADUATION

University / Institute Name	Rajiv Gandhi Proudyogiki Vishwavidyalaya, Bhopal
Course	B.E/B.Tech
Specialization Major	Computer Science Engineering
Start Date	2012-08-01

## SECONDARY

School Name	Miss Hills H.S. School
Start Date	2009-07-01
End Date	2010-03-01

## Employment Details

Years of Experience	
No of Employment	0
Start Date	2011-07-01
End Date	2012-03-01
Gap Status	1 years and 4 months

## 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.

Shivam Gupta	<a href="#" style="color: red;">Click to view attached document</a>	17-11-2025
<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).