

Personal Information

Full Name	PAYAL JENA
Former Name / Maiden Name	NA
Mobile Number	9707498274
Father's Name	PRABHANJAN JENA
Spouse's Name	N/A
Date of Birth	14-09-2002
Age	23 years 7 months
Gender	female
Alternative Mobile Number	8176981543
Aadhar Card Number	378479389727
Aadhar Card Number	N/A
Pan Card Number	CJOPJ9604A
Nationality	INDIAN
Marital Status	Single

Permanent Address

House no	PLOT NO-1053/2154/2708
Street	kalinga nagar, bhubaneswar
District	bhagabanpur
City	odisha
State	OR
Pincode	751019

Current Address

House no	NA
Street	NA
District	NA
City	NOIDA
State	UP
Pincode	201304

EX EMPLOYMENT 2

If you do not remember, please write 'NA'.	NIL
I haven't done my EX-EMPLOYMENT-2	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	
If you do not remember, please write 'NA'.	NIL
I haven't done my EX-EMPLOYMENT-2	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	

EX EMPLOYMENT 2

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

PREVIOUS EMPLOYMENT 3

If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 3	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	
If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 3	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	

PREVIOUS EMPLOYMENT 3

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

PREVIOUS EMPLOYMENT 4

If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 4	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	
If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 4	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	

PREVIOUS EMPLOYMENT 4

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

PREVIOUS EMPLOYMENT 5

If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 5	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	
Position Type:	
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	
If you do not remember, please write 'NA'.	NIL
I haven't done my PREVIOUS EMPLOYMENT 5	1
Name of the Employer:	
Job Location:	
Employee ID:	
Designation:	
UAN Number:	
From Date:	
To Date:	
Name of the Reporting Manager:	

PREVIOUS EMPLOYMENT 5

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

GRADUATION

I haven't done my Graduation	
College Name:	RAMADEVI WOMEN'S UNIVERSITY
College Location:	BHUBANESWAR
University Name:	RAMADEVI WOMEN'S UNIVERSITY
Major / Specialisation	BCOM
Course / Qualification:	BCOM
Part Time/ Full Time:	full_time
Roll Number / Register Number:	71R0021058
From:	06-01-2021
To:	19-04-2026
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	
I haven't done my Graduation	
College Name:	RAMADEVI WOMEN'S UNIVERSITY
College Location:	BHUBANESWAR
University Name:	RAMADEVI WOMEN'S UNIVERSITY
Major / Specialisation	BCOM
Course / Qualification:	BCOM
Part Time/ Full Time:	full_time
Roll Number / Register Number:	71R0021058
From:	06-01-2021
To:	19-04-2026
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	

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12TH STANDARD

I haven't done my 12th Standard	
School Name/College Name:	ARMY PUBLIC SCHOOL, GUWAHATI
School Location:	GUWAHATI, ASSAM
Board Name/University Name:	CBSE
Major Subjects	ENGLISH,ECONOMICS,BUSINESS STUDIES,ACCOUNTANCY,INFORMATICS PRAC,PHYSICAL EDUCATION
Course / Qualification:	COMMERCE
Part Time/ Full Time:	full_time
Roll Number / Register Number:	16621113
From:	04-04-2019
To:	30-04-2021
Marksheet	1
I haven't done my 12th Standard	
School Name/College Name:	ARMY PUBLIC SCHOOL, GUWAHATI
School Location:	GUWAHATI, ASSAM
Board Name/University Name:	CBSE
Major Subjects	ENGLISH,ECONOMICS,BUSINESS STUDIES,ACCOUNTANCY,INFORMATICS PRAC,PHYSICAL EDUCATION
Course / Qualification:	COMMERCE
Part Time/ Full Time:	full_time
Roll Number / Register Number:	16621113
From:	04-04-2019
To:	30-04-2021
Marksheet	1

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10TH STANDARD

I haven't done my 10TH Standard	
School Name/College Name:	ARMY PUBLIC SCHOOL, LUCKNOW
School Location:	LUCKNOW
Board Name/University Name:	CBSE
Major Subjects	ENGLISH,HINDI,MATHS,SCIENCE SOCIAL SCIENCE
Course / Qualification:	MATRICULATION
Part Time/ Full Time:	full_time
Roll Number / Register Number:	5131821
From:	04-01-2018
To:	21-04-2019
Marksheet	1
I haven't done my 10TH Standard	
School Name/College Name:	ARMY PUBLIC SCHOOL, LUCKNOW
School Location:	LUCKNOW
Board Name/University Name:	CBSE
Major Subjects	ENGLISH,HINDI,MATHS,SCIENCE SOCIAL SCIENCE
Course / Qualification:	MATRICULATION
Part Time/ Full Time:	full_time
Roll Number / Register Number:	5131821
From:	04-01-2018
To:	21-04-2019
Marksheet	1

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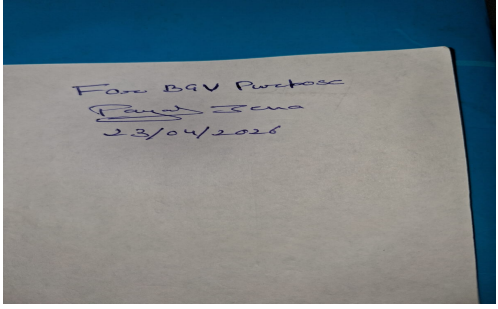
Employment Deails

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.

Payal Jena		23-04-2026
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.