

EMPLOYEE BACKGROUND VERIFICATION FORM**COMPANY NAME: Four Seasons Hotel Mumbai (A Division of Provenance Land Pvt Ltd)**

Please note that it is mandatory for you to complete the form in all respects. The information you provide must be complete and correct and the same shall be treated in strict confidence.
The details on this form will be used for all official requirements you should join the organization.

Position Applied for	Job Location

Personal Information

Name of the Candidate(As per Government Identity proof)	Pancard Number	Aadhar Number	
Ruth Sangtam			
Father's Name	Date of Birth(dd/mm/yy)	Husband's Name	
Lt tsapise	26-10-2003		
Gender	Mobile Number	Nationality	Marital Status
Femail	7977181979	Indian	Single
Current Address	Period of Stay	Contact details	
Full Address	Gandhi nagar upper worley	From	Residence Landline Number
Pin code	400018	May-2026	801
State	Maharashtra	To	Alternate Mobile Number
Prominent Landmark	Gandhi nagar upper worley	May_2027	
Nearest Police Station	Worley police station		
Permanant Address	Period of Stay	Contact details	
Full Address	Swadeshi mill complex	From	Residence Landline Number
Pin code	400022	May-2026	801
State	Maharashtra	To	Alternate Mobile Number
Prominent Landmark	Gandhi nagar upper worley	May_2027	07085520612
Nearest Police Station	Worley police station		

Previous Employment History - Please attach a copy of your relieving letter/service certificate

Note: Please ensure that you are descriptive wherever necessary – e.g. If company has closed, do mention it. Employee Code/ ID/ Number is mandatory. If your previous employer did not provide one, please mention and state reasons for the same.

Employment Type : Experienced	Overall years of experience : 1+year	No. of employments : 1	
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LAST EMPLOYMENT		Job Location	
Ruth Sangtam		Jio world center	
Telephone No	Employee Code	Designation	Department
	10104314	Food and beverage Associate	102135045927
Employment Period		Reporting Manager's Name	Reporting Manager's Contact No
From	To	Atul	
20-09-2024	18-04-2026		Reporting Manager's Email ID
Duties & Responsibilities		Reasons for Leaving	
		Looking for new opportunities	
HR Name		HR Contact No	HR Email ID
First Salary Drawn	Was this position Permanent Temporary Contractual	Agency Details(if temporary or contractual), provide details	
Last Salary Drawn			
39000			

Please tick mark the documents for this employment
 Resignation Acceptance Relieving Letter Latest 3 months pay slip

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 . .

Ruth Sangtam		04-05-2026
Full name of the candidate	Signature	Date of form filled