

## EMPLOYEE BACKGROUND VERIFICATION FORM

**COMPANY NAME : HML**

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 should you join the organization.

<b>Position applied for</b>		<b>Job Location</b>	
Asst. Manager - Procurement		Peenya - Bangalore	
<b>Personal Information</b>			
<b>Full Name of the Applicant</b>		<b>Pancard Number</b>	<b>Aadhaar Number</b>
Ashok L		BJQPA620E	448835551338
<b>Father's Full Name</b>	Lakshmana Bangera	<b>Date of Birth</b> 28 AUG 1992	
<b>Spouse Name</b>	Meghana B		
<b>Gender (MALE/FEMALE)</b>	<b>MOBILE NUMBER</b>	<b>Nationality</b>	<b>Marital Status</b>
Male	9902821446	Indian	Married
<b>Personal Email ID</b>		<b>Official Email ID</b>	
Ashokbanger007@gmail.com		Ashok.l@reckitt.com	
<b>Permanent Address</b>		<b>Period of stay</b>	
<b>Rental Address:</b> No 3236, 2nd Floor, 21st C Main Road, Vijaynagar 2nd Mysore 570018		<b>From (Month/Year)</b>	<b>To (Month/Year)</b>
		01st JAN 2024	Present
		<b>Residence Mobile Number</b>	<b>Alternate Mobile number</b>
<b>Pincode</b>	570018	1E+10	
<b>State</b>	Karnataka		
<b>Prominent Landmark</b>	K D Circle		
<b>Nearest Police Station</b>	Vijaynagar Police Station		

### **Education Qualification - Please attach copy of Degree and Final year mark sheet**

<b>Name of the University</b>	<b>POST GRADUATION</b>	<b>Dates Attended</b>		<b>Qualification Gained</b>	<b>ID /Roll No</b>
		<b>From</b>	<b>To</b>		
		<b>dd/mm/yy</b>	<b>dd/mm/yy</b>		
<b>Name of the College</b>		<b>Course Name / Specialization</b>			
<p>Please tick mark the documents submitted for this qualification along with this form</p> <p><input type="checkbox"/> Marksheets    <input type="checkbox"/> Provisional Certificate    <input type="checkbox"/> Degree Certificate    <input type="checkbox"/> None</p>					

Name of the University	GRADUATION	Dates Attended		Qualification Gained	ID /Roll No			
		From	To					
		dd/mm/yy	dd/mm/yy	Name of the Course				
Mysore University	B Com							
Name of the College		Course Name / Specialization						

Please tick mark the documents submitted for this qualification along with this form

Marksheets       Provisional Certificate       Degree Certificate       None

Name of the College	University / Board Name & Location	Dates Attended		Qualification Gained	ID /Roll No	
		From	To			
		dd/mm/yy	dd/mm/yy	Name of the Course		
12TH STANDARD						
Vidyavardhaka PU Collage	Karnataka State Board					

Please tick mark the documents submitted for this qualification along with this form

Marksheets

Name of the College	School / Board Name & Location	Dates Attended		Qualification Gained	ID /Roll No	
		From	To			
		dd/mm/yy	dd/mm/yy	Name of the Course		
10TH STANDARD						
Brindavan High School	Karnataka State Board					

Please tick mark the documents submitted for this qualification along with this form

Marksheets

### Employment History

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.

Name of the Employer -1 (Latest Employment)		Address of Employer	
Wuerth Elektronik India Pvt Ltd		Plot No 27, III Pahse, Koorgally Industrial Area, Off Hunsur Road, Mysore	
Telephone No	Employee Code/No	Designation	UAN Number
8212408017		Executive Procurement	100028562153
Employment Period		Reporting Manager's Name	Reporting Manager's Contact No
From	To		
2014	2021	Pramod Kumar Shetty	Reporting Manager's Email ID
Duties & Responsibilities		Reasons for leaving	
P2P		Further growth	
HR-Human Resource Contact Person Name & Contact Number		HR - Human Resource Contact Person Email ID	
Santhosh Shetty - 9901723458			
First Salary drawn	Was this Position <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Contractual	Agency Details (if temporary or contractual), provide details	
Last Salary drawn			
Last Salary drawn	<input type="checkbox"/> Temporary <input type="checkbox"/> Contractual	56000/-	

#### Please tick mark the documents submitted for this employment

Service Certificate       Relieving letter       Offer letter       Any Other  
 None      (please specify)

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

Name of the Employer -2 (Ex-Employment)		Address of Employer	
Reckitt Beckiser India Pvt Ltd		No 61 62 Hootagally Industrial Area, Mysore 570018	
Telephone No	Employee Code/No	Designation	UAN Number
0821 2402520	854253	Executive Procurement	
Employment Period		Reporting Manager's Name	Reporting Manager's Contact No
From	To		
2021	Present	Jeenal Dave	Reporting Manager's Email ID Jeenal.dav@reckitt.com
Duties & Responsibilities		Reasons for leaving	
P2P			
HR-Human Resource Contact Person Name & Contact Number		HR - Human Resource Contact Person Email ID	
Raghavendran - 9738599850			
First Salary drawn	Was this Position <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Contractual	Agency Details (if temporary or contractual), provide details	
Last Salary drawn			

Please tick mark the documents submitted for this employment

Service Certificate  
 None

Relieving letter

Offer letter

Any Other  
(please specify)

#### Documents Required (Mandatory)

##### Education:

- Photocopy of degree certificate and final mark sheet of all examinations

##### Employment

- Photocopy of relieving / experience letter for each employer mentioned in the form

##### Identity & Address Proof

- Pan Card / Passport Copy/ Driving License / Aadhaar Copy / Bank Passbook / Voter ID

#### Declaration and 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 .

Full Name of the Candidate	Signature	Date of Form Filled
Antek. L	Deek 12 Aug 25	12 Aug 25

Antek. L  
Deek  
12 Aug 25