

## 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.

Position applied for	Job Location
Asst Officer - Production Chemist	Muthugoundan pudur

### Personal Information

Full Name of the Applicant		Pancard Number	Aadhaar Nu
Sibu D		HDNPD1452C	97352
Father's Full Name	Daniel D	Date of Birth (DD/MM?YYYY)	
Husband Name		08/07/2003	
Gender (MALE/FEMALE)	MOBILE NUMBER	Nationality	Marita
Male	8428402548	Indian	Unma
Personal Email ID		Official Email ID	
<a href="mailto:siburaj0830@gmail.com">siburaj0830@gmail.com</a>		<a href="mailto:sibu.d@carenowindia.com">sibu.d@carenowindia.com</a>	

Permanent Address		Period of stay	
5/772, Indra nagar, Kaniyur (Po) Karumatham patty Coimbatore, Tamil Nadu- 641659		From (Month/Year)	To (Month/Year)
		2003	2025
		Residence Mobile Number	Alternate Mobile Number
Pincode	641659	8428 402548	74492
State	Tamil Nadu		34195
Prominent Landmark	Kaniyur Toll gate		
Nearest Police Station	Karumatham Patty		

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

Name of the University	POST GRADUATION	Dates Attended		Qualification Gained
		From	To	Name of the Course
		dd/mm/yy	dd/mm/yy	
Bharthiar University	MSc	19/07/2023	29/Apr 2025	Medical Biotechnology
Name of the College		Course Name / Specialization		
Bharathiar University		Medical Biotechnology		

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

☒ Marksheet
 ☐ Provisional Certificate
 ☐ Degree Certificate
 ☐ None

Name of the University	GRADUATION	Dates Attended		Qualification Gained
		From	To	Name of the Course
		dd/mm/yy	dd/mm/yy	
Kathir College of Art's & Science	BSc Biotechnology	Jul/20	Apr/23	Biotechnology

Name of the College	Course Name / Specialization
Kathir College of Art's & Science	Biotechnology

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

☒ Marksheet
 ☐ Provisional Certificate
 ☐ Degree Certificate
 ☐ None

Name of the College	University / Board Name & Location	Dates Attended		Qualification Gained
		From	To	Name of the Course
		dd/mm/yy	dd/mm/yy	
12TH STANDARD				
PSG Sarvajana Hr. Sec. School	State board & Peelamedu	24/08/2019	24/Mar 2020	Biology

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

☒ Marksheet

Name of the College	School / Board Name & Location	Dates Attended		Qualification Gained
		From	To	Name of the Course
		dd/mm/yy	dd/mm/yy	
10TH STANDARD				
St. Mary's High School	State board & Karumatham Patty	Jun/17	Apr/18	

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

☒ Marksheet

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**Employment History**

**Note: Please ensure that you are descriptive wherever necessary – e.g. If company has closed, do mention 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	
Telephone No	Employee Code/No	Designation	UAN Number
Employment Period		Reporting Manager's Name	Reporting Manager's
From	To		
			Reporting Manager's
Duties & Responsibilities		Reasons for leaving	
HR-Human Resource Contact Person Name & Contact Number		HR - Human Resource Contact Per	
First Salary drawn	Was this Position <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Contractual	Agency Details (if temporary or contractual), p	
Last Salary drawn			
Last Salary drawn	<input type="checkbox"/> Temporary <input type="checkbox"/> Contractual		

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

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

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

Name of the Employer -2 (Ex-Employment)		Address of Employer	
Telephone No	Employee Code/No	Designation	UAN Number
Employment Period		Reporting Manager's Name	Reporting Manager's
From	To		
			Reporting Manager's
Duties & Responsibilities		Reasons for leaving	
HR-Human Resource Contact Person Name & Contact Number		HR - Human Resource Contact Per	
First Salary drawn	Was this Position <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary <input type="checkbox"/> Contractual	Agency Details (if temporary or contractual), p	
Last Salary drawn			

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

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

### 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

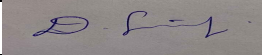
#### Identity & Address Proof

- 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 employment and this employee background verification form, and to conduct enquiries as may be necessary, at the 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 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.

<b>Sibu D</b>		<b>17/11/2021</b>
<b>Full Name of the Candidate</b>	<b>Signature</b>	<b>Date of Form I</b>

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