

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	
Useo umbrella		3rd floor, Confident Square Mall, Chempurakhal.	
Telephone No	Employee Code/No	Designation	UAN Number
938052 3805		Graphic Designer	
Employment Period		Reporting Manager's Name	Reporting Manager's Contact No
From	To	Manikanta	8088361013
24 April 2024	30 Nov 2025		Reporting Manager's Email ID
Duties & Responsibilities		Reasons for leaving	
Creating social media posts, print design & videos		Financial Problem	
HR-Human Resource Contact Person Name & Contact Number		HR - Human Resource Contact Person Email ID	
First Salary drawn	Was this Position <input checked="" 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			
Please tick mark the documents submitted for this employment			
<input type="checkbox"/> Service Certificate <input checked="" type="checkbox"/> Relieving letter <input checked="" type="checkbox"/> Offer letter <input type="checkbox"/> Any Other (please specify)			
<input type="checkbox"/> 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 Contact No
From	To		Reporting Manager's Email ID
Duties & Responsibilities		Reasons for leaving	
HR-Human Resource Contact Person Name & Contact Number		HR - Human Resource Contact Person Email ID	
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			
Please tick mark the documents submitted for this employment			
<input type="checkbox"/> Service Certificate <input type="checkbox"/> Relieving letter <input type="checkbox"/> Offer letter <input type="checkbox"/> Any Other (please specify)			
<input type="checkbox"/> None			

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	
Graphic Designer		Bengaluru	
Personal Information			
Full Name of the Applicant		Pancard Number	Aadhaar Number
P. Gopinath		CMZPG6645N	887714677391
Father's Full Name	Date of Birth (DD/MM/YYYY)		
K. Ponnusamy	29/08/1997		
Husband Name			
Gender (MALE/FEMALE)	MOBILE NUMBER	Nationality	Marital Status
Male	8667638924	INDIAN	SINGLE
Personal Email ID		Official Email ID	
gopinathmanoj@gmail.com		gopinath.ponnusamy1997@gmail.com	
Permanent Address		Period of stay	
136, 1010 Colony, Chennimalai, Erode.		From (Month/Year)	To (Month/Year)
		2021	Present
		Residence Mobile Number	Alternate Mobile number
Pincode	638051	8344734057	8072915802
State	Tamilnadu		
Prominent Landmark	Chennimalai		
Nearest Police Station	Chennimalai		

Education Qualification - Please attach copy of Degree and Final year mark sheet					
Name of the University	POST GRADUATION	Dates Attended		Qualification Gained	ID /Roll No
		From	To	Name of the Course	
		dd/mm/yy	dd/mm/yy		
Anna University	UG	Sep 2014	Aug 2018	Computer Science	14CS018
Name of the College			Course Name / Specialization		
Nandha Engineering college			BE, CSE		
Please tick mark the documents submitted for this qualification along with this form					
<input checked="" type="checkbox"/> Marksheet <input checked="" type="checkbox"/> Provisional Certificate <input checked="" type="checkbox"/> Degree Certificate <input type="checkbox"/> None					

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

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	ID /Roll No
		From	To	Name of the Course	
		dd/mm/yy	dd/mm/yy		
12TH STANDARD					
Shri Ganga HSS	Stateboard 2 Ingor	2013	2014	Samacheer kalvi	301256

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	ID /Roll No
		From	To	Name of the Course	
		dd/mm/yy	dd/mm/yy		
10TH STANDARD					
Young India HSS		2011	2012	Computer science	1396512

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

Marksheet

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 .

<i>P. Gopinath</i>	<i>P. Gopinath</i>	15.01.2026
Full Name of the Candidate	Signature	Date of Form Filled