

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	
Personal Information			
Full Name of the Applicant Pradeep Chatterjee		Pancard Number	Aadhaar Number
		AJAZPC8136D	597380064263
Father's Full Name	deb prasad chatterjee	Date of Birth (DD/MM/YYYY)	15-11-1982
Wife Name	Silpa Banerjee		
Gender (MALE/FEMALE)	MOBILE NUMBER	Nationality	Marital Status
Male	9903872232	indian	married
Personal Email ID	pradshona@gmail.com		Official Email ID
Permanent Address		Period of stay	
Jutika Bhavan tinkonia Bagicha Cuttack		From (Month/Year)	To (Month/Year)
		Nov-82	Nov-14
		Residence Mobile Number	Alternate Mobile number
Pincode	8E+05	6712424390	
State	Odisha		
Prominent Landmark	Opposite Urban Coperative Bank		
Nearest Police Station	dargah bazar		

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		
		dd/mm/yy	dd/mm/yy	Name of the Course	
Utkal University	MSC in Biotechnology	2003	2005	Masters Degree	MBT/04-014
Name of the College			Course Name / Specialization		
Please tick mark the documents submitted for this qualification along with this form <input type="checkbox"/> Marksheet <input type="checkbox"/> Provisional Certificate <input type="checkbox"/> Degree Certificate <input type="checkbox"/> None					
Name of the University	GRADUATION	Dates Attended		Qualification Gained	ID /Roll No
		From	To		
		dd/mm/yy	dd/mm/yy	Name of the Course	
Utkal University	Zoology			Bachelors Degree	16399/2000
Name of the College			Course Name / Specialization		
Please tick mark the documents submitted for this qualification along with this form <input type="checkbox"/> Marksheet <input type="checkbox"/> Provisional Certificate <input type="checkbox"/> Degree Certificate <input type="checkbox"/> None					
Name of the College	University / Board Name & Location	Dates Attended		Qualification Gained	ID /Roll No
		From	To		
12TH STANDARD		dd/mm/yy	dd/mm/yy	Name of the Course	
Christ College	Council of Higher Secondary education	1998	2000	Higher secondary	310CA172

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		
10TH STANDARD		dd/mm/yy	dd/mm/yy	Name of the Course	
Cambridge School	ICSE		1998	10th Standard	T/391/042

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

Marksheet

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Employment History			
<p>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.</p>			
Name of the Employer -1 (Latest Employment)		Address of Employer	
INDIA MEDTRONIC PVT LTD		SRI MNJARI BUILDIG, AWFIS, CAMAC STEET KOLKATA 700016	
Telephone No	Employee Code/No	Designation	UAN Number
	259624	SALES RSUPERVISOR	
Employment Period		Reporting Manager's Name	Reporting Manager's Contact No
From	To		9.8E+09
Nov-14	Mar-26	HARPREET SINGH BINDRA	Reporting Manager's Email ID
			HARPREET.SINGH@MEDTRONIC.COM
Duties & Responsibilities		Reasons for leaving	
MANAGNG TEAM OF EMID & STI		GROWTH	
HR-Human Resource Contact Person Name & Contact Number		HR - Human Resource Contact Person Email ID	
HIMANSHU KAPILA		HIMANSHU.KAPILA@MEDTRONIC.COM	
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 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	
PFIZER LTD			
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

Dec-08	Oct-14	
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		
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		
Documents Required (Mandatory)		
<u>Education:</u> <ul style="list-style-type: none"> ● Photocopy of degree certificate and final mark sheet of all examinations <u>Employment</u> <ul style="list-style-type: none"> ● Photocopy of relieving / experience letter for each employer mentioned in the form <u>Identity & Address Proof</u> <ul style="list-style-type: none"> ● Pan Card / Passport Copy/ Driving License / Aadhaar Copy / Bank Passbook / Voter ID 		
Declaration and Authorization		
<p>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.</p> <p>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 .</p>		
PRADEEP CHATTERJEE		15-MARCH ,2026
Full Name of the Candidate	Signature	Date of Form Filled