

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 |
| REGIONAL MANAGER | BANGALORE |

| | | | |
|-----------------------------------|----------------------|-----------------------------------|-----------------------|
| Personal Information | | | |
| Full Name of the Applicant | | Pancard Number | Aadhaar Number |
| AMRITA KUMARI | | BNCPK4736M | 226226361771 |
| Father's Full Name | MITHILESH KUMAR | Date of Birth (DD/MM/YYYY) | |
| Husband Name | RAMAN KUMAR | 05/09/1984 | |
| Gender (MALE/FEMALE) | MOBILE NUMBER | Nationality | Marital Status |
| FEMALE | 9342153222 | INDIAN | MARRIED |
| Personal Email ID | | Official Email ID | |
| KUMARIAMRITA766@GMAIL.COM | | | |

| | | | |
|----------------------------------------------------------------------------------------------------|------------------|--------------------------------|--------------------------------|
| Permanent Address | | Period of stay | |
| AMRITA KUMARI K-1406, MANTRI TRANQUIL, GUBBALALA, KANAKPURA MAIN ROAD BENGALURU-560061 | | From (Month/Year) | To (Month/Year) |
| | | 8-08-2019 | TILL DATE |
| | | Residence Mobile Number | Alternate Mobile number |
| Pincode | 560061 | 9342153222 | 9986028708 |
| State | KARNATAKA | | |
| Prominent Landmark | CHAITANYA SCHOOL | | |
| Nearest Police Station | THALAGHATTAPURA | | |

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 | |
| INDIAN BUSINESS ACADEMY | MBA | 01/07/08 | 15/06/10 | PGPM | 0810166 |
| Name of the College | | Course Name / Specialization | | | |
| INDIAN BUSINESS ACADEMY | | PGPM / MARKETING / HR | | | |

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

Marksheet
 Provisional Certificate
 Degree Certificate
 None

| | |
|-----------------------|----------------------|
| Dates Attended | Qualification |
| | |

| Name of the University | GRADUATION | From | To | Gained | ID /Roll No |
|------------------------|------------|----------|----------|--------------------|-------------|
| | | dd/mm/yy | dd/mm/yy | Name of the Course | |
| MA GADH UNIVERSITY | B.S.C | 2001 | 2004 | B.S.C | 465777 |

| Name of the College | Course Name / Specialization |
|----------------------|------------------------------|
| R.K.D COLLEGE, PATNA | B.S.C HONOURS (CHEMISTRY) |

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 | |
| 12TH STANDARD | | dd/mm/yy | dd/mm/yy | | |
| G D MAHILA, COLLEGE | B-I-E-C, PATNA | 01/05/99 | 30/05/01 | INTER | 10195 |

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 | |
| 10TH STANDARD | | dd/mm/yy | dd/mm/yy | | |
| RAGHUNATH BALIKA H S KANKERBAGH | B-S-E-B, PATNA | 01/05/99 | 01/05/99 | B-S-E-B | 0323 |

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

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 | |
| BAXTER INDIA PVT LIMITED | | 5th Floor, No-3, DLF CYBER, GURGAON-02 | |
| Telephone No | Employee Code/No | Designation | UAN Number |
| | 755980 | Sr. Asst Mgr, Sales | 100021770206 |
| Employment Period | | Reporting Manager's Name | Reporting Manager's Contact No |
| From | To | PAVANASAM | 9176561020 |
| 02-DEC-2019 | TILL DATE | | Reporting Manager's Email ID |

| | |
|--------------------------------------------------------|---------------------------------------------|
| Duties & Responsibilities | Reasons for leaving |
| SALES GROWTH, MANAGING TEAM | BETTER OPPORTUNITY |
| HR-Human Resource Contact Person Name & Contact Number | HR - Human Resource Contact Person Email ID |
| VIPUL SINGH CHAUHAN (99211 99730) | VIPUL - JAIN @ BAXTER.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

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 | |
| NESTLE INDIA PVT LTD | | 1ST FLOOR, KRM TOWER, CHETPET-31 | |
| Telephone No | Employee Code/No | Designation | UAN Number |
| 044-28362205 | 10309011 | NUTRITION EXECUTIVE | |
| Employment Period | | Reporting Manager's Name | Reporting Manager's Contact No |
| From | To | SUMEET GUHA | 9100935181 |
| Feb-2010 | NOV-2019 | | Reporting Manager's Email ID |

| | |
|--------------------------------------------------------|---------------------------------------------|
| Duties & Responsibilities | Reasons for leaving |
| SALES, MANAGING DEALER & TEAM | BETTER OPPORTUNITY |
| HR-Human Resource Contact Person Name & Contact Number | HR - Human Resource Contact Person Email ID |
| NEHA . | |

| | | |
|--------------------|--------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------|
| 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

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 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 .

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|----------------------------|---------------|---------------------|
| AMRITA KUMARI | Amrita Kumari | 16/04/2026 |
| Full Name of the Candidate | Signature | Date of Form Filled |