

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

BDM-CV

Pune

Personal Information

Full Name of the Applicant

Pancard Number

Aadhaar Number

Shubdy Pole

AGNR7765E

9859 5249 8529

Father's Full Name

Date of Birth (DD/MM/YYYY)

Husband Name

6/17/1981

Vaibhav Pole

Gender (MALE/FEMALE)

MOBILE NUMBER

Nationality

Marital Status

Female

8999166934

Indian

Married

Personal Email ID

Official Email ID

Shubdy-2007@rediffmail.com

Permanent Address

Period of stay

A-301 Brookside Kallus

From (Month/Year)

To (Month/Year)

7/5 Kallus Vidyanantwadi

4/2013

Present

Pune 411015

A-301 Brookside
715-S No Kales
Vishrantwadi Pun

Residence Mobile Number		Alternate Mobile number
8999166924		9011037979
Pincode	411015	
State	MH	
Prominent Landmark	Near Camp Kunj	
Nearest Police Station	Vishrantwadi	

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		
M.P.M	DBA EMBA	2008	2006	Management	
		2008	2008	Management	
Name of the College				Course Name / Specialization	
National Institute of Management				Management	

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	ID /Roll No
		From	To		
Paramedical Council Bhopal (DAVV)	Anesthesiology	2002	2009		353
		Name of the College		Course Name / Specialization	
MGM Medical College		Anesthesiology			

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		
12TH STANDARD		dd/mm/yy	dd/mm/yy	Name of the Course	
New City Convent School	M.P Board Indore	2001	2002	Bio	

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	
JLA Smriti School	M.P Board Indore	1998	1999	all Subject	

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
Medika Bazaar	Mumbai

Telephone No	Employee Code/No	Designation	UAN Number
	GI01944	Manager	
Employment Period		Reporting Manager's Name	Reporting Manager's Contact No
From	To		8104990377
4/2/26	30/4/26	Nitin Jaidhu	Reporting Manager's Email ID
			Nitin.jaidhu@medikabazaar.com

Duties & Responsibilities	Reasons for leaving
	Gravely

HR-Human Resource Contact Person Name & Contact Number	HR - Human Resource Contact Person Email ID
Arpit Dubey 8433772069	arpit.dubey@medikabazaar.com

First Salary drawn	Was this Position <input type="checkbox"/> Permanent <input checked="" 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	
Telephone No	Employee Code/No	Designation	UAN Number
Employment Period		Reporting Manager's Contact No	

From	To	Reporting Manager's Name	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			
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)

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.

Shweta Pote Full Name of the Candidate	8999166924 Signature 	26/4/26 Date of Form Filled
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