

# Background Verification Form

Company name: Onclusive India Private Limited

Purpose of Application: NORMAL BGV(EMPLOYMENT)

## Applicant's CV

**CHRISTY THOMAS**  
**POSTGRADUATE IN PR, COMMUNICATIONS, AND MARKETING**

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**CONTACT**  
☎ +91- 9846068117  
✉ christythomasaramyalil@gmail.com  
📍 Bangalore , India

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**EDUCATION**  
MA Public Relations & Corporate Communications 2021-2022  
Kingston University, London  
MA English & Comparative Literature 2019-2021  
Pondicherry Central University, Kalapet  
BA English Literature, Communication Studies & Journalism 2016-2019  
MG University, Kerala

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**MY WORKS**

- Developed a PR campaign for a podiatrist clinic in the UK as part of a workshop conducted by the Chartered Institute of Public Relations (CIPR).
- Collaborated with a team to create a successful marketing plan for the play "Persuasion" at Rose Theatre, London, initiated by Kingston University.
- Conducted independent research by interviewing internal communication professionals to examine the impact of employee voice within organizations.
- Crafted a visionary follow-up PR campaign for the already successful Dove #courageisbeautiful campaign.
- Published English poems and articles in private magazines and university publications.

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**PROFILE**

I'm a Public Relations and Marketing graduate with hands-on experience in content creation, digital marketing, and visual design. I create engaging content across platforms like LinkedIn, Instagram, Facebook, X, Medium, Substack, and Reddit, along with websites. I enjoy turning ideas into clear, creative content that supports brand growth and marketing goals. I'm excited to contribute my creativity, communication skills, and practical marketing experience to a dynamic and growing team.

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**WORK EXPERIENCE**

**Eluxo Medical Consulting, Bangalore** April 2025 - Present  
**Junior Marketing Executive**

- Design marketing collateral and visual content, including brochures, presentations, case studies, and video ads for LinkedIn, using Canva and ElevenLabs.
- Plan, execute, and optimize digital marketing campaigns across LinkedIn, Google, email, and industry platforms for global markets including the US, Europe, Canada, and Australia.
- Manage website content, landing pages, basic SEO, and performance tracking to improve traffic and lead generation.
- Create and schedule technical blogs, social media content, and customer success stories.
- Analyze campaign performance and prepare reports using Google Analytics, Google Search Console, and Microsoft Clarity.

**Symmetria PR Limited, London** June 2024 - December 2024  
**Public Relations Intern**

- Create engaging content for LinkedIn and company website, including captions, copy, and visual posts.
- Design creative posters and digital marketing assets for clients to support branding and content campaigns.

**Mieszko Food city Limited, London** October 2021 - April 2024  
**Business Administrator**

- Managed employee scheduling and timesheets on a rota basis to ensure smooth payroll operations.
- Reviewed daily invoices to resolve discrepancies and maintained standard retail margins for products.
- Prepared daily sales and purchase reports and conducted quarterly inventory checks for accuracy.
- Negotiated with UK and international suppliers to secure competitive pricing and high-quality products.
- Ensured daily invoices were scanned and entered accurately into the software for record-keeping and analysis.
- Handled customer inquiries, providing accurate product information and ensuring customer satisfaction.
- Processed billing accurately and ensured invoices were received with deliveries.
- Consolidated total transactions made via cash and card, and submitting the report to the head office at the end of each day.
- Monitored stock levels and submitted reports to the head office for product restocking.

Govt ID #1

**आयकर विभाग**  
**INCOME TAX DEPARTMENT**

  
सत्यमेव जयते

**भारत सरकार**  
**GOVT. OF INDIA**

**स्थायी लेखा संख्या कार्ड**  
**Permanent Account Number Card**  
**CBCPT6945A**





नाम / Name  
**CHRISTY THOMAS**

पिता का नाम / Father's Name  
**SHAJI THOMAS**

जन्म की तारीख / Date of Birth  
**12/05/1998**

  
हस्ताक्षर / Signature  
**19196**

## Personal Information

Full Name	Christy Thomas
Former Name / Maiden Name	N/A
Mobile Number	9846068117
Father's Name	Shaji Thomas
Spouse's Name	Cyril V Mathew
Date of Birth	12-05-1998
Age	27 years 11 months
Gender	female
Alternative Mobile Number	9497597146
Aadhar Card Number	N/A
Aadhar Card Number	N/A
Pan Card Number	CBCPT6945A
Nationality	Indian
Marital Status	Married

## Permanent Address

House no	Aramyalil House
Street	N/A
District	Vettimukal
City	Kottayam
State	KL
Pincode	686631

## Current Address

House no	Vettoor House
Street	Neendoor Road
District	Ettumanoor
City	Kottayam
State	KL
Pincode	686631

## LATEST EMPLOYMENT 1

I am a Fresher and do not have any prior employment experience	
Name of the Employer:	ELEXES MEDICAL CONSULTING PVT. LTD
Job Location:	Remote
Employee ID:	EMC1195
Designation:	Junior Marketing Executive
UAN Number:	
From Date:	01-04-2025
To Date:	24-06-2026
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	Better opportunity
HR Name:	
HR Contact No:	
HR Email ID:	hr@elexes.com
Last Salary Drawn:	25000
Position Type:	permanent
Current Status:	serving_notice
Agency Name (if third party):	
Agency Details:	
Resignation Acceptance	1
Relieving Letter	0
Latest 3 months pay slip	0
I am a Fresher and do not have any prior employment experience	
Name of the Employer:	ELEXES MEDICAL CONSULTING PVT. LTD
Job Location:	Remote
Employee ID:	EMC1195
Designation:	Junior Marketing Executive
UAN Number:	
From Date:	01-04-2025
To Date:	24-06-2026
Name of the Reporting Manager:	

## LATEST EMPLOYMENT 1

Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	Better opportunity
HR Name:	
HR Contact No:	
HR Email ID:	hr@elexes.com
Last Salary Drawn:	25000
Position Type:	permanent
Current Status:	serving_notice
Agency Name (if third party):	
Agency Details:	
Resignation Acceptance	1
Relieving Letter	0
Latest 3 months pay slip	0

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## EX EMPLOYMENT 2

If you do not remember, please write 'NA'.	NIL
I haven't done my EX-EMPLOYMENT-2	
Name of the Employer:	Symmetric PR Limited
Job Location:	Remote
Employee ID:	NA
Designation:	Public Relations Intern
UAN Number:	
From Date:	10-06-2024
To Date:	06-12-2024
Name of the Reporting Manager:	Mohammad Fakhruddin Bhuyan
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	Visa Expired
HR Name:	
HR Contact No:	
HR Email ID:	team@symmetricpr.com
Last Salary Drawn:	2
Position Type:	Internship
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	
If you do not remember, please write 'NA'.	NIL
I haven't done my EX-EMPLOYMENT-2	
Name of the Employer:	Symmetric PR Limited
Job Location:	Remote
Employee ID:	NA
Designation:	Public Relations Intern
UAN Number:	
From Date:	10-06-2024
To Date:	06-12-2024
Name of the Reporting Manager:	Mohammad Fakhruddin Bhuyan

## EX EMPLOYMENT 2

Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	Visa Expired
HR Name:	
HR Contact No:	
HR Email ID:	team@symmetricpr.com
Last Salary Drawn:	2
Position Type:	Internship
Agency Details:	
Resignation Acceptance	
Relieving Letter	
Latest 3 months pay slip	

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## POST GRADUATION

I haven't done my Post Graduation	0
College Name:	Kingston University, London
College Location:	London, UK
University Name:	Kingston University, London
Major / Specialisation	Public Relations & Corporate Communications
Course / Qualification:	Masters Degree
Part Time/ Full Time:	full_time
Roll Number / Register Number:	2119010
From (Approx):	18-10-2021
To (Approx):	11-11-2022
Current State:	completed
Marksheet	
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	1
I haven't done my Post Graduation	0
College Name:	Kingston University, London
College Location:	London, UK
University Name:	Kingston University, London
Major / Specialisation	Public Relations & Corporate Communications
Course / Qualification:	Masters Degree
Part Time/ Full Time:	full_time
Roll Number / Register Number:	2119010
From (Approx):	18-10-2021
To (Approx):	11-11-2022
Current State:	completed
Marksheet	
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	1

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## GRADUATION

I haven't done my Graduation	
College Name:	Marian College Kuttikkanam
College Location:	Kerala, India
University Name:	MG University, Kerala
Major / Specialisation	BA English Literature, Communication Studies & Journalism
Course / Qualification:	Bachelor's degree
Part Time/ Full Time:	full_time
Roll Number / Register Number:	16UCE115
From:	13-06-2016
To:	29-03-2019
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	
I haven't done my Graduation	
College Name:	Marian College Kuttikkanam
College Location:	Kerala, India
University Name:	MG University, Kerala
Major / Specialisation	BA English Literature, Communication Studies & Journalism
Course / Qualification:	Bachelor's degree
Part Time/ Full Time:	full_time
Roll Number / Register Number:	16UCE115
From:	13-06-2016
To:	29-03-2019
Marksheet	1
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	

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## PROFESSIONAL REFERENCE 1

Name of the Person:	Aditi Fulfager
Designation:	
Contact No:	+91 8551041464
Email ID:	fulfager.aditi@gmail.com
Name of the Organisation:	ELEXES MEDICAL CONSULTING PVT. LTD.
Reference Can Be Taken From (Relatives – strictly no):	colleague
Name of the Person:	Aditi Fulfager
Designation:	
Contact No:	+91 8551041464
Email ID:	fulfager.aditi@gmail.com
Name of the Organisation:	ELEXES MEDICAL CONSULTING PVT. LTD.
Reference Can Be Taken From (Relatives – strictly no):	colleague

## PROFESSIONAL REFERENCE 2

Name of the Person:	Kavya Ravi
Designation:	
Contact No:	+44 7767 990250
Email ID:	kavyaaa.ravi@gmail.com
Name of the Organisation:	Symmetric PR Limited
Name of the Person:	Kavya Ravi
Designation:	
Contact No:	+44 7767 990250
Email ID:	kavyaaa.ravi@gmail.com
Name of the Organisation:	Symmetric PR Limited

## Declaration & 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.

Christy Thomas	 <p>For BGV purpose <u>Christy Thomas</u> 5<sup>th</sup> May 2026.</p>	05-05-2026
<b>Full name of the candidate</b>	<b>Signature</b>	<b>Date of form filled</b>

## Documents (Mandatory)

Education	Employment	Government ID / Address Proof
Photocopy of degree certificate and final mark sheet of all examinations.	Photocopy of relieving / experience letter for each employer mentioned in the form.	Aadhaar Card / Bank Passbook / Passport Copy / Driving License / Voter ID.

NOTE: If you experience any issues or difficulties with submitting the form, please take screenshots of all pages, including attachments and error messages, and email them to [onboarding@goldquestglobal.in](mailto:onboarding@goldquestglobal.in). Additionally, you can reach out to us at [onboarding@goldquestglobal.in](mailto:onboarding@goldquestglobal.in).