

# Background Verification Form

Company name: VALOR PAYTECH INDIA PRIVATE LIMITED Purpose of Application: NORMAL BGV(EMPLOYMENT)

## Applicant's CV

### Karthika Sakthivel

Content Writer | Digital Marketer

Experienced content developer & digital marketer with 2 years of expertise in creating engaging, SEO-optimized content across diverse niches. Proven ability to deliver high-quality work within tight deadlines while maintaining creativity and accuracy. Skilled at adapting to different writing styles and brand voices, ensuring content resonates with target audiences and aligns with business objectives. Strong background in blogs, product descriptions, PR, and social media content, with additional experience in SEO strategy, branding, and digital marketing campaigns.

karthikasakthi063@gmail.com

6369450818

Chennai

#### WORK EXPERIENCE

##### Content Writer

SalesNanny Solutions Private Limited

01/2024 - Present

Chennai

##### Projects

- Created engaging blogs and product descriptions (1,920 in a targeted period) for SlideEgg, aimed at improving user engagement and boosting online product visibility.
- Collaborated with the SEO team to produce optimized content, including meta titles, tags, and descriptions, to improve website performance.
- I developed food-related content for Sastha Catering, including blogs and social media posts, and designed promotional posters to boost the brand's digital presence.
- I reached out via email to secure organic backlinks to the websites, worked out the SEO strategies to optimize the category content, guest blogged, and published the blog on different sites.
- Wrote blogs and social media content for the I CARE Hospital project, ensuring content aligned with the hospital's brand voice and messaging to increase audience engagement.
- Created and managed concise social media posts, LinkedIn community content, and newsletters for SalesNanny, Deckez, and Slidone to enhance brand engagement.
- Wrote blogs, created website and social media poster content, conducted keyword research, and developed website architecture to improve SEO and user engagement.

#### EDUCATION

##### Master of Computer SCIENCE

PSGR Krishnammal College for Women, Coimbatore

11/2020 - 06/2022

74.5%

##### Bachelor of Computer Science

PSGR Krishnammal College for Women, Coimbatore

06/2017 - 05/2020

64%

#### SKILLS

COMMUNICATION PROBLEM SOLVING

TEAM WORK ADAPTABILITY

TIME MANAGEMENT

#### PERSONAL PROJECTS

Project Name

#### ACHIEVEMENTS

Achievement Name

#### LANGUAGES

English

Full Professional Proficiency

Tamil

Full Professional Proficiency

#### INTERESTS

Technology

Marketing

Education

Govt ID #1



இந்திய அரசாங்கம்

Government of India

கார்த்திகா சக்திவேல்

Karthika Sakthivel

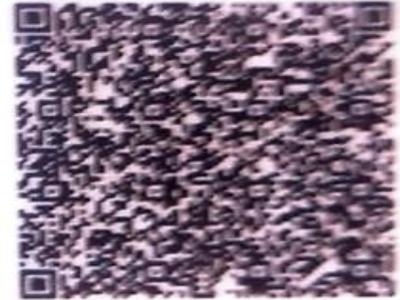
தந்தை : சக்திவேல் ரங்கன்

Father : SAKTHIVEL RANGAN

பிறந்த நாள்/DOB: 03/03/2000

பெண்பால் / Female

2311 2305 7099



ஆதார் - சாதாரண மனிதனின் அதிகாரம்

## Personal Information

Full Name	Karthika Sakthivel
Former Name / Maiden Name	N/A
Mobile Number	9787433920
Father's Name	Sakthivel R
Spouse's Name	N/A
Date of Birth	03-03-2000
Age	25 years 11 months
Gender	female
Alternative Mobile Number	6369450818
Aadhar Card Number	231123057099
Aadhar Card Number	N/A
Pan Card Number	IPFPK8713A
Nationality	Indian
Marital Status	Single

## Permanent Address

House no	82
Street	Police Line Street
District	Sankarapuram
City	Kallakurichi
State	TN
Pincode	606401

## Current Address

House no	21/6
Street	Anna Street , Taramani
District	N/A
City	Chennai
State	TN
Pincode	600113

## LATEST EMPLOYMENT 1

I am a Fresher and do not have any prior employment experience	
Name of the Employer:	Karthika Sakthivel
Job Location:	Chennai
Employee ID:	SN017
Designation:	Content Writer
UAN Number:	
From Date:	02-01-2024
To Date:	30-01-2026
Name of the Reporting Manager:	
Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	Career growth and better learning opportunities.
HR Name:	
HR Contact No:	
HR Email ID:	hr@salesnanny.com
Last Salary Drawn:	17284
Position Type:	permanent
Current Status:	relieved_completed_fnf
Agency Name (if third party):	
Agency Details:	
Resignation Acceptance	0
Relieving Letter	0
Latest 3 months pay slip	1
I am a Fresher and do not have any prior employment experience	
Name of the Employer:	Karthika Sakthivel
Job Location:	Chennai
Employee ID:	SN017
Designation:	Content Writer
UAN Number:	
From Date:	02-01-2024
To Date:	30-01-2026
Name of the Reporting Manager:	

## LATEST EMPLOYMENT 1

Manager's Contact No:	
Manager's Contact Email:	
Reasons for leaving:	Career growth and better learning opportunities.
HR Name:	
HR Contact No:	
HR Email ID:	hr@salesnanny.com
Last Salary Drawn:	17284
Position Type:	permanent
Current Status:	relieved_completed_fnf
Agency Name (if third party):	
Agency Details:	
Resignation Acceptance	0
Relieving Letter	0
Latest 3 months pay slip	1

[Click to open the file](#)

## POST GRADUATION

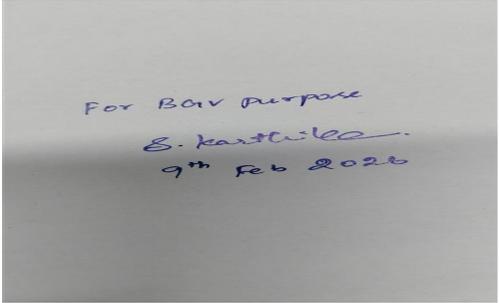
I haven't done my Post Graduation	
College Name:	PSGR Krishnammal College For Women
College Location:	Coimbatore
University Name:	Bharathiar University
Major / Specialisation	M.Sc
Course / Qualification:	Computer Science
Part Time/ Full Time:	full_time
Roll Number / Register Number:	20MCS013
From (Approx):	22-11-2020
To (Approx):	10-06-2022
Current State:	completed
Marksheet	
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	1
I haven't done my Post Graduation	
College Name:	PSGR Krishnammal College For Women
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Current State:	completed
Marksheet	
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	1

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## 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.

Karthika Sakthivel		09-02-2026
<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).