

Background Verification Form

Company name: Wellness Extract Private Limited

Purpose of Application: NORMAL BGV(EMPLOYMENT)

Applicant's CV

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Govt ID #1



Personal Information

Full Name	Shivasree Venkateswaran
Former Name / Maiden Name	N/A
Mobile Number	9746920312
Father's Name	S Venkateswaran
Spouse's Name	Shankar sridhar
Date of Birth	02-07-2000
Age	25 years 7 months
Gender	female
Alternative Mobile Number	8056126240
Aadhar Card Number	340706005289
Pan Card Number	N/A
Nationality	Indian
Marital Status	Married

Permanent Address

House no	XI/41 64 kovilvattom road kochi
Street	TD Road
District	N/A
City	Kochi
State	KL
Pincode	682035

Current Address

House no	XI/41 64 kovilvattom road kochi
Street	TD Road
District	N/A
City	Kochi
State	KL
Pincode	682035

LATEST EMPLOYMENT 1

I am a Fresher and do not have any prior employment experience	
Name of the Employer:	Milestone
Job Location:	Pune
Employee ID:	Nil
Designation:	Senior Account Executive
UAN Number:	
From Date:	08-07-2024
To Date:	31-01-2026
Name of the Reporting Manager:	Trisha
Manager's Contact No:	
Manager's Contact Email:	trisha.d@milestones.in
Reasons for leaving:	Wanted a change
HR Name:	
HR Contact No:	
HR Email ID:	nil
Last Salary Drawn:	44000
Position Type:	permanent
Current Status:	serving_notice
Agency Name (if third party):	
Agency Details:	
Resignation Acceptance	
Relieving Letter	0
Latest 3 months pay slip	1

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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:	The Reppro
Job Location:	Delhi
Employee ID:	Nil
Designation:	Assistant exec
UAN Number:	
From Date:	02-02-2023
To Date:	
Name of the Reporting Manager:	Ranjan
Manager's Contact No:	9999891187
Manager's Contact Email:	
Reasons for leaving:	Toxic environment
HR Name:	
HR Contact No:	
HR Email ID:	hr@companyname.com
Last Salary Drawn:	33000
Position Type:	Assistant executive
Agency Details:	
Resignation Acceptance	
Relieving Letter	1
Latest 3 months pay slip	0

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POST GRADUATION

I haven't done my Post Graduation	
College Name:	Xavier Institute of Communications
College Location:	Mumbai
University Name:	Mumbai University
Major / Specialisation	PR and Corporate Communication
Course / Qualification:	Post graduation
Part Time/ Full Time:	full_time
Roll Number / Register Number:	
From (Approx):	
To (Approx):	
Current State:	
Marksheet	
Provisional Certificate / Diploma / Other Certificates	
Degree Certificate	

GRADUATION

I haven't done my Graduation

College Name:

College Location:

University Name:

Major / Specialisation

Course / Qualification:

Part Time/ Full Time:

Roll Number / Register Number:

From:

To:

Marksheet

Provisional Certificate / Diploma / Other Certificates

Degree Certificate

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.

Shivasree Venkateswaran	No Signature uploaded.	23-01-2026
Full name of the candidate	Signature	Date of form filled

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. Additionally, you can reach out to us at onboarding@goldquestglobal.in.