

# Profile Background Form

Please complete all information. Fields marked with a \* are mandatory.

Note: Please avoid using short forms / abbreviations where ever possible.

Personal Details		Client Name :		Employee ID:	
*First Name: <b>SRI GANESH</b>		*Middle Name:		*Last Name/Surname: <b>KUMARAGURUBARAN</b>	
*Standard format of writing the name: <b>SRI GANESH K</b>					
*Have you ever changed your name? <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes (Please attach a copy of the name change document)					
If Yes, name change date: DD/MON/YYYY					
Previous Name(s) / Maiden Name (if applicable)	First Name	Middle Name	Last Name/Surname		
*Father's Name <b>KUMARAGURUBARAN S</b>	First Name	Middle Name	Last Name/Surname		
Complete current address:  *City and Postal code *Landmark 1: *Landmark 2: *Landline telephone number:	<b>NO:1699, VIRUDACHALAM ROAD, ANDIMADAM POST, ARIYALUR – 621801 TAMIL NADU PH NO- 9750796496</b>		Period of Stay (DD/MON/YYYY): *From: *To:		
Permanent Address:  *City and Postal code *Landmark 1: *Landmark 2: *Landline telephone number:	<b>NO:1699, VIRUDACHALAM ROAD, ANDIMADAM POST, ARIYALUR – 621801 TAMIL NADU PH NO- 9750796496</b>		Period of Stay (DD/MON/YYYY): *From: *To:		
*Gender: <input checked="" type="checkbox"/> Male <input type="checkbox"/> Female		Marital Status: <input checked="" type="checkbox"/> Single <input type="checkbox"/> Married			
*Date of Birth: (DD/MON/YYYY) <b>27/08/2001</b>		*Nationality: <b>INDIAN</b> SSN / TIN Number: <b>MWOPK1196H</b>			
<b>Contact Details</b> Email: <b>srig1901@gmail.com</b> Home #		<b>Passport Details</b> Number: Place of Issue:			
*Photo Identification proof (Attach a copy) <input type="checkbox"/> Passport <input checked="" type="checkbox"/> PAN card <input type="checkbox"/> Driver license <input type="checkbox"/> Voter ID Photo ID Number <b>MWOPK1196H</b>		*Address proof (Attach a copy) <input type="checkbox"/> Lease/rental agreement <input type="checkbox"/> Bank statement <input type="checkbox"/> Land telephone <input checked="" type="checkbox"/> Voter card <input type="checkbox"/> Other			

## Educational Qualifications

Educational Record - Highest Qualification - Please attach copy of degree certificate and all year mark sheets			
*College Name	<b>ANNAMALAI UNIVERSITY</b>		
*College Address and Contact Telephone <b>ANNAMALAI NAGAR, CHIDAMBARAM, CUDDALORE-608002 ,TAMILNADU PH NO:04144238282</b>	*College City/State/Country <b>CHIDAMBARAM, CUDDALORE, TAMILNADU</b>		
*University Name, Address, and Contact Telephone <b>ANNAMALI NAGAR, CHIDAMBARAM, CUDDALORE-608002 ,TAMILNADU PH NO:04144238282</b>	*University City/State/Country <b>CHIDAMBARAM, CUDDALORE, TAMILNADU</b>		
*From – To : <b>09/2018 – 05/2022</b> (month / year)	*Graduated <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No	*Program <input checked="" type="checkbox"/> Full Time <input type="checkbox"/> Part Time	*Registration/Roll No. <b>181005066 / 1834010034</b>
*Type of degree <b>BACHELOR OF ENGINEERING</b>	*Graduation date (month / year) <b>(08/2022)</b>	*Subject Major <b>ELECTRICAL &amp; ELECTRONIC ENGINEERING</b>	
*Copy of the Certificate Attached <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No *Educated in Overseas: <input checked="" type="checkbox"/> No <input type="checkbox"/> Yes If yes, Unique identification number at Overseas (SSN/TIN) : Given Name at Overseas:			

## Employment Details

Please ensure that you are descriptive wherever necessary – For example, if the company no longer exists, acquired, or merged, please do mention it. Employee Code/ ID/ Number are necessary. If your previous employer did not provide you one, please mention and provide us with reasons for the same.

Details of Previous Employer - Please attach a copy of your relieving letter/service certificate					
*Company Name:					
*Main office Address:			*Company Telephone(Landline):		
			Company Website:		
*Reporting (branch) office Address:			Employment Period: (DD-MON-YYYY)		
			*From:		
			*To:		
<b>Job Details</b> *Position Held : *Department: *Employee Code: SSN (if applicable): *Employment Type: <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary			<b>Reporting Manager's Details</b> *Name : *Job Title : *Department : *Present Contact Number : *Official Email ID :		
*Agency Name and Details: (Temporary/contractual)			*Reason(s) for Leaving:		
*Starting Base Salary	*Other Compensation	*Total	*Final Base Salary	*Other Compensation	*Total
*Is this current employment?: <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, mention date when verification can be initiated : (DD-MON-YYYY)					
Any other pertinent information:					

Details of previous to previous employer - Please attach a copy of your relieving letter/service certificate					
*Company Name:					
*Main office Address:			*Company Telephone(Landline):		
			Company Website:		
*Reporting (branch) office Address:			Employment Period: (DD-MON-YYYY)		
			*From:		
			*To:		
<b>Job Details</b> *Position Held : *Department: *Employee Code: SSN (if applicable): *Employment Type: <input type="checkbox"/> Permanent <input type="checkbox"/> Temporary			<b>Reporting Manager's Details</b> *Name : *Job Title : *Department : *Present Contact Number : *Official Email ID :		
*Agency Name and Details: (Temporary/contractual)			*Reason(s) for Leaving:		
*Starting Base Salary	*Other Compensation	*Total	*Final Base Salary	*Other Compensation	*Total
Any other pertinent information:					

Unemployment History	
Please account for all periods of unemployment for the last five years	
Period: (DD-MON-YYYY)	*Reason:
*From:                      *To:	
Period: (DD-MON-YYYY)	*Reason:
*From:                      *To:	
Period: (DD-MON-YYYY)	*Reason:
*From:                      *To:	

## Professional Reference Details

*Note: Please attach more reference sheets if necessary*

Detail	Reference 1	Reference 2
*Reference Full Name		
*Designation		
*Company Name		
*Contact Telephone		
*Company Email Address		
*How do you know this person?		
*Can the reference be contacted?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No
	If No, please give the reason why and give an alternate reference	If No, please give the reason why and give an alternate reference
*Is the reference linked to current employment?	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, mention date reference can be contacted:	<input type="checkbox"/> Yes <input type="checkbox"/> No If yes, mention date reference can be contacted:
Additional information		

## Mandatory Supporting Documents/Instructions

### **Address check:**

- Location details along with 2 landmarks and landline telephone numbers

### **Education Check:**

- Photocopy of the degree certificate and final year mark sheet.
- Registration number or enrollment number

#### **Bangalore University Specific**

- Photocopy of both sides of the degree certificate (The reverse side of the certificate has some information which the University would require).
- Copies of Marks Sheets/Grade Card for all the years of attendance.

Roll number, College name and College contact details are mandatory.

### **Credential Check:**

- Photocopy of certificate

### **Employment Check:**

- Photocopy of Relieving/Experience/Service certificate of each employment.
- Latest month salary slip of each employment

**Current Employment:** Please do not fill details of the company verifying your background. Please fill latest/last employer's information other than for whom you are being verified.

**Reference Check:** Details provided must be of the reporting manager at the previous company. Please provide full name, designation, land-line telephone number and official email ID.

## INFORMATION RELEASE FORM

To Whom It May Concern:

I, KUMARAGURUBARAN SRI GANESH  
(Last Name) (First Name) (Middle Name)

hereby authorize my current/prospective employer and/or any of its subsidiaries or affiliates or partners or vendors, and any person or organizations acting on its behalf, to verify information presented in my employment application and to compile a background report for that purpose. I hereby grant authority to the bearer of this letter to access or be provided with full details of my previous employment record held by any company or business for which I previously worked. This information should include, but not be restricted to, the dates of employment, position held, details of my salary upon departure and an appraisal of my performance, capabilities and character. I hereby release from liability any person or entity requesting or supplying such information.

Date: 30/12/2022

  
Candidate Signature

\* SRI GANESH K  
Name of the Candidate