**Business Information:**

The buzzword and the latest trends in recruitment is the “E-Recruitment”. Also known as “Online recruitment”, it is the use of technology or the web based tools to assist the recruitment process. The tool can be either a job website like naukri.com, the organization’s corporate web site or its own intranet. Many big and small organizations are using Internet as a source of recruitment.

They advertise job vacancies through worldwide web. The job seekers send their applications or curriculum vitae (CV) through an e-mail using the Internet. Alternatively job seekers place their CV’s in worldwide web, which can be drawn by prospective employees depending upon their requirements.

The internet penetration in India is increasing and has tremendous potential. According to a study by NASSCOM – “Jobs is among the top reasons why new users will come on to the internet, besides e-mail.” There are more than 18 million resume’s floating online across the world.

**The two kinds of e-recruitment that an organization can use is:**

**Job Portals:**

Posting the position with the job description and the job specification on the job portal and also searching for the suitable resumes posted on the site corresponding to the opening in the organization.

2. Creating a complete online recruitment/application section in the company’s own website. Companies have added an application system to its website, where the ‘passive’ job seekers can submit their resumes into the database of the organisation for consideration in future, as and when the roles become available.

**Resume Scanners:**

Resume scanner is one major benefit provided by the job portals to the organizations. It enables the employees to screen and filter the resumes through pre-defined criteria’s and requirements (skills, qualifications, experience, payroll etc.) of the job.

Job sites provide a 24 x 7 access to the database of the resumes to the employees facilitating the just-in-time hiring by the organizations. Also, the jobs can be posted on the site almost immediately and is also cheaper than advertising in the employment newspapers.

Sometimes companies can get valuable references through the “passers-by” applicants. Online recruitment helps the organizations to automate the recruitment process, save their time and costs on recruitments.

**Online Recruitment Techniques:**

a. Giving a detailed job description and job specifications in the job postings to attract candidates with the right skill sets and qualifications at the first stage.

b. E-recruitment should be incorporated into the overall recruitment strategy of the organization.

c. A well defined and structured applicant tracking system should be integrated and the system should have a back-end support.

d. Along with the back-office support a comprehensive website to receive and process job applications (through direct or online advertising) should be developed.

Therefore, to conclude, it can be said that e-recruitment is the “Evolving face of recruitment.”

**Business objectives:**

Following are the business objectives of the Job Portal:-

* Enables candidates to review recent job post on a click.
* Enable Recruiters to post jobs effortlessly.
* Recruiters can search for candidates profile as per the skills.
* Displays jobs on the portal as per the candidate profile.
* Provides easy and faster communication between candidate and Recruiters.
* Faster response from Recruiters.
* User Friendly interface

**Functional requirements:**

Common:

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| --- | --- |
| **Req. Id** | **Description** |
| FR 1 | The application should perform candidate sign-up and authentication. |
| FR 1.1 | Existing candidates/ Recruiters should be able to enter their candidate credentials and log in to the application. |
| FR 1.2 | New candidates/ Recruiters should be enrolled to the application by obtaining their credentials. |

Admin:

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| --- | --- |
| **Req. Id** | **Description** |
| FR 2 | Candidates upload their resumes so that recruiters can easily find them. |
| FR 2.1 | **Recruiters receive qualified resumes and candidates get notified about job openings that match their preferences** |
| FR 3 | The Admin should have a dashboard for offers. |
| FR 3.1 | The Admin ought to have the option to acquire and send offer citations from/to the Candidate and Recruiters |
| FR 3.3 | The Admin ought to have the option to make new offers barring Recruiters interest. |
| FR 3.4 | The advent of the job portal in the ‘90s was responsible for transforming the recruitment process. Sourcing candidates became infinitely easier and recruiters suddenly had access to millions of jobseeker profiles at the click of a button |
| FR 4 | The admin dashboard should have option to filter Candidate and Recruiters details. |

**Recruiters**

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| **Req. Id** | **Description** |
| FR 5 | The Recruiters Giving a detailed job description and job specifications in the job postings to attract candidates with the right skill sets and qualifications at the first stag |
| FR 5.1 | The Recruiters ought to have the option to alter his/her profile details like contact details. |
| FR 5.2 | Inform applicants about job details such as benefits and conditions Hire or refer qualified candidates |
| FR 6 | Human resources specialists are responsible for recruiting, screening, interviewing and placing workers |
| FR 6.1 | The Recruiters ought to have the option to propose offers to the admin |
| FR 7 | The Recruiters ought to have a option to search candidate profile as per skills. |
| FR 7.1 | Consult with employers to identify needs and preferred qualifications |

Candidate:

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| **Req. Id** | **Description** |
| FR 8 | The candidate dashboard should have recent job posted. |
| FR 9 | People choosing HR careers begin by earning an associate's degree or a certificate. Graduates with bachelor's degrees may also be eligible for management positions |
| FR 9.1 | Candidates need to know where the job is located, what the primary duties of the role are and what skills you’re looking for. |
| FR 9.2 | The list of job should be applicable for filtering based on job location. |
| FR 9.3 | Let candidates know what your company does and explain why someone would want to work with you. |
| FR 9.4 | The candidate should have an option to edit or delete his/her profile. |
| FR 9.5 | The should have the option to upload update resume. |