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Date: 18-July-2024

**Subject: Proposal for Job portal-Suja Consultancies**

Greeting of the Day!!

Thank you for considering **Trivlogic** for your Job portal website development and maintenance. We are excited about the opportunity to work with you and help your business achieve its goals.

**Objective:**

To develop an innovative, user-centric job portal that facilitates seamless connections between employers and job seekers, enhancing the recruitment process through advanced technological features and a superior user experience.

**Target Audience:**

**Primary**: Job seekers across various industries/geographies looking for employment opportunities.

**Secondary**: Employers and recruitment agencies seeking qualified candidates.

**Unique Selling Proposition:**

* Intuitive and responsive user interface.
* Robust search filters and user-friendly navigation.
* Secure and reliable mobile friendly platform

**Job Portal Website Features:**

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**1. Users and Authentication:**

**1.1 Register**: New users can create an account by providing their details (Mobile/ Email OTP).

**1.2 Login:** Existing users can log in using their credentials Mobile/ Email OTP

**2. Home Page:**

**2.1 Header:** Includes logo, search bar, and navigation links.

**2.2 Navbar:** Links to various sections of the website such as Home, Jobs, About Us, Contact Us, etc.

**2.3 Banner:** A visually appealing banner that can highlight key features or announcements.

**2.4 Top Jobs:** A section displaying the top job listings.

**2.5 Newly Added Jobs:** Shows the most recently added job listings.

**2.6 Job Categories:** Lists different job categories for easier navigation.

**2.7 Recently Searched Jobs:** Displays jobs recently searched by the user.

**2.8 Footer:** Includes links to privacy policy, terms of service, and social media.

**2.9 Social Media icons in every job card :** Instagram / facebook ( User can view the job post in instagram and other social median from the card)

**3. Jobs Page:**

**3.1 Header:** Includes the website logo and main navigation.

**3.2 Navbar:** Links to various job-related sections.

**3.3 Search:** A search bar to find jobs by keywords, location, or company.

**3.4 Filter by Category:** Filters to narrow down job listings based on categories.

**3.5 Pagination:** Navigates through multiple pages of job listings.

**3.6 Footer:** Contains secondary navigation and site information.

**3.7 Social Media icons in every job card :** Instagram / facebook ( User can view the job post in instagram and other social median from the card)

**4. Job Detail Page:**

**4.1 Header**: Website logo and main navigation.

**4.2 Navbar**: Links to other sections of the site.

**4.3 Full Job Details:** Comprehensive information about the job, including description, requirements, and company details.

**4.4 Apply Now Button:** A button for users to apply for the job.

**4.5 Footer:** Contains secondary navigation and site information.

**4.6** **Social Media Links :** Instagram / facebook ( User can view the job post in instagram and other social median from here also )

**5. User Profile:**

**5.1 Header:** Website logo and main navigation.

**5.1 Navbar:** Links to user-specific sections.

**5.3 Basic User Details and Skills:** First name, Last name, DOB, email ID, Profile image, Resume, Profession, Total no of year Experience, Highest Qualification. Edit Option With pop-up.

**5.4 All Applied Jobs:** Lists all jobs the user has applied for.

**5.5 Footer:** Contains secondary navigation and site information.

**6. Applied Jobs Page:**

**6.1 Header:** Website logo and main navigation.

**6.2 Navbar:** Links to user-specific sections.

**6.3 List of All Applied Jobs:** Displays jobs the user has applied for.

**6.4 Footer:** Contains secondary navigation and site information.

**7. About Us Page:**

Information about the company or platform, mission, and team.

**8. Contact Us Page:**

**8.1 Contact Form:** Allows users to send messages or inquiries.

**8.2 Contact Information:** Provides contact details like email, phone number, and address.

### **Admin**

**9. Dashboard:**

* Overview of platform statistics such as total jobs, total users, and applications.
* Staff Management with system

**10. Jobs Page:**

**10.1 List of All Jobs in Ascending Order:** Displays all job listings sorted in ascending order.

**10.2 Pagination:** Allows navigation through multiple pages of job listings.

**10.3 Search Option:** Admin can search for specific job listings by keywords.

**10.4 Client-Based Filter Option:** Admin can filter job listings based on the client who posted them.

**10.6 Job Detail Page:**

* Clicking on a job listing opens the job detail page where the admin can view comprehensive job details.
* Edit, Delete, and Soft Delete Options: Admin can edit job details, delete jobs, or soft delete (deactivate) job listings.
* Pop-Up for Edit and Delete: A pop-up window for confirming edit and deleting actions.

**11. Client Management:**

**11.1 Manage Clients:** Admin can manage clients who post job listings, including adding, editing, and removing clients.

**11.2 Clients Page:** Lists all clients with options to edit, delete, and unlist clients.

**11.3 Edit, Delete, and Unlist Buttons:** Allows the admin to perform actions on client records.

**11.4 Pop-Up for Edit and Delete:** A pop-up window for confirming Delete actions and details editing Popup.

**12. User Management:**

**12.1 Manage All Registered Users:** Admin can view, edit, and delete user accounts.

**12.2 Users Page:** Lists all registered users. Clicking on a user opens the user detail page.

**12.3 User Detail Page:**

* View User Details: Displays all user information including basic details (First name, Last name, DOB, email ID, Profile image, Resume) and additional details entered by the admin.
* Edit User Details: Admin can edit both basic and additional user details.
* Additional Analyzed Data: Admin can add additional analyzed data about the user that is not visible to the user.

**12.4 Block User:** Admin can block the user from accessing the platform.

**12.5 Delete User:** Admin can permanently delete the user account.

**13. Place Management:**

**13.1 Manage Places:** Admin can manage locations where jobs are available.

**13.2 Country, State, District** **Database:** Admin can add, edit, and delete entries for countries, states, and districts separately in the database.

**13.3 Places Page:**

* **Lists** all countries, states, and districts with options to add, edit, or delete entries.
* **Pagination**: Allows navigation through multiple pages of place listings.
* **Search Option:** Admin can search for specific locations by name.
* **Country-Based Filter Option:** Admin can filter locations based on the country.
* **Detail Page for Each Place:** Clicking on a place listing opens the detail page where the admin can view comprehensive details about the place.
* **Edit, Delete, and Add Options:** Admin can edit details, delete places, or add new places.
* **Pop-Up for Edit and Delete:** A pop-up window for confirming edit and delete actions.

**14. Application Management:**

**14.1 View and Manage Applications:**

Admin can view all job applications and change their status.

**14.2** **Application Status:**

Admin can update the status of applications to various states such as:

* **Pending**: The application has been received but not yet reviewed.
* **Hired**: The applicant has been hired for the job.
* **Rejected**: The application has been rejected.

**14.3 Applications Page:** Lists all job applications with options to filter by status, search by applicant name or job title, or job ID.

**14.**4 **Application Detail Page:**

* Clicking on an application opens the application detail page where the admin can view comprehensive details about the application.
* Edit Application Status: Admin can change the status of the application using a dropdown menu.

**15. Technology: Website Design and Development:**

**User Interface (UI) Design:** Creating visually appealing and user-friendly layouts.

**User Experience (UX) Design:** Ensuring intuitive navigation and positive user interactions.

**Front-end Development:** Responsive design using HTML5, CSS3, and JavaScript frameworks (React.js/Angular/Vue.js).

**Back-end Development:** Robust server-side functionality using Node.js/Express.js, Python/Django, or Ruby on Rails.

**Database Management:** Efficient data storage and retrieval using MongoDB, MySQL, or PostgreSQL.

**Hosting:** Reliable and scalable solutions with AWS, Azure, or Google Cloud.

**16. Scope of Work:**

The scope of work shall be as outlined in the proposal and any other mutually agreed-upon documents, including the project timeline, milestones, and deliverables. Any changes or additions to the scope of work shall be agreed upon in writing by both parties.

**Cost Estimate:**

| **Service Description** | **Estimate Cost** |
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|  |  |
| **Total Estimate Cost** |  |

**\*GST @18% Extra**