

Sl No	Notification Event	Email Subject format	Email Body template
1	JR Assigned for Approval	[Action Required] Approval Needed for JR: EXP-2025-DU1-034	<p>Hi [Approver Name],</p> <p>You've been assigned a new Job Requisition. Please review the details below and take appropriate action.</p> <p>JR ID: EXP-2025-DU1-034 Role: Senior Data Engineer Hiring Manager: Priya R Location: Bangalore Experience: 6–9 years Mandatory Skills: Python, SQL, Airflow</p> <p>Thank you,</p> <p>HireX System</p> <p><i>This is a system-generated email. Please do not reply.</i></p>
2	JR Approved	JR EXP-2025-DU1-034 – Approved by [Approver Name]	<p>Hi [Submitter Name],</p> <p>Your JR has been approved.</p> <p>JR ID: EXP-2025-DU1-034 Approved By: Sanjay M (CDO) Remarks: Approved, good to go.</p> <p>You may proceed to the next step.</p> <p>Thank you,</p> <p>HireX System</p> <p><i>This is a system-generated email.</i></p>
3	JR Rejected (w/ Remarks)	JR EXP-2025-DU1-034 – Rejected by [Approver Name]	<p>Hi [Submitter Name],</p> <p>Your JR has been rejected by [Approver Name].</p> <p>JR ID: EXP-2025-DU1-034 Remarks: "Please revise the role title and job responsibilities."</p>

			<p>Kindly update the JR and resubmit it for approval.</p> <p>Thank you, HireX System</p>
4	Pending JR Reminder	Reminder: JR EXP-2025-DU1-034 Still Awaits Your Review	<p>Hi [Approver Name],</p> <p>This is a reminder that the following JR is still pending your action:</p> <p>JR ID: EXP-2025-DU1-034 Assigned On: 3 June 2025</p> <p>Please review it at your earliest convenience.</p> <p>Thank you, HireX System</p>
5	JR Status Change Notification	JR EXP-2025-DU1-034 – Status Changed: Assigned to Recruiter	<p>Hi [Submitter Name],</p> <p>JR status has been updated.</p> <p>JR ID: EXP-2025-DU1-034 New Status: Assigned to Recruiter Date: 4 June 2025</p> <p>View details in the system.</p> <p>Regards, HireX System</p>
6	Auto-Assignment Notification to Recruiter Lead	JR EXP-2025-DU1-034 Assigned to You	<p>Hi [Recruiter Lead Name],</p> <p>You've been assigned as the recruiter for this position.</p> <p>Role: Senior Data Engineer Location: Bangalore</p> <p>Please begin sourcing at your earliest convenience.</p> <p>Regards, HireX System</p>