**AI-Powered Intelligent Assistant for HR Industry - IRIS**

**1. Introduction** IRIS is developing an AI-powered Intelligent Assistant to change the HR industry. The application aims to empower HR professionals and organizations with advanced technology to streamline their processes, drive data-driven decision-making, automate administrative tasks, and enable HR teams to focus on strategic initiatives.

**2. Objectives** Our key objective is to provide an application that simplifies the recruitment process by leveraging advanced AI technologies, particularly OpenAI's Davinci model. The application will utilize intelligent algorithms to compare CVs and job requirements, prepare job-related questions, and rank applicants based on their CV comparison and form responses.

**3. User Needs and Requirements**

**3.1 Users**

The intended users of the system are HR professionals, recruitment agencies, and organizations of various sizes that require efficient, reliable, and streamlined recruitment solutions. We had make several meetings and we have scheduled meetings with HR professionals from Azerbaijan. We are gathering their needs, use cases and additional features.

**3.2 User Needs and Requirements**

* **Efficiency**: Users need a solution that can quickly process and compare CVs against job requirements, ranking candidates based on relevant qualifications and experiences.
* **Accuracy**: Users need the AI assistant to accurately understand the job requirements and match them with the applicant's CV, minimizing human error in the selection process.
* **Reliability**: Users need a system that consistently delivers accurate results without frequent downtimes or errors.
* **User-friendly Interface**: The software should be easy to use, allowing users to navigate and operate the system without difficulty.
* **Customization**: The AI assistant should allow users to customize job requirements, questions, and ranking factors to fit specific needs.
* **Security and Confidentiality**: The system must ensure the safety and privacy of user data, as well as compliance with data protection regulations.
* **Data-Driven Insights**: Users need the AI assistant to provide insights and analytics that help in making informed decisions.

**4. System Functionality**

* **CV Checking**: The system should be capable of parsing CVs to extract relevant information (e.g., qualifications, work experience, skills) and compare it against the job requirements.
* **Form Checking**: The system should be able to process form responses from applicants and compare these responses to the job requirements.
* **Job-Related Questionnaire Creation**: The AI assistant should be able to prepare job-related questions based on the job requirements.
* **Applicant Ranking**: The system should be capable of ranking applicants based on their CV comparison and form responses.
* **AI-Powered Recommendations**: The system should provide AI-generated suggestions and insights for HR professionals to consider during decision-making.
* **User Management**: The system should have features that allow for the management of user profiles, job postings, applicant submissions, and system settings.
* **Data Analytics and Reporting**: The system should provide analytics and reports based on the recruitment process data.
* **Integration Capabilities**: The system should have the capability to integrate with existing HR systems and tools.
* **Head Hunting:** The system should make research and recommend potential employees for job vacancies.

**5. Constraints:**

* The system requires sufficient processing power and storage to handle large volumes of data.
* The system assumes that users have a basic understanding of how to interact with a digital HR system.
* The system requires a steady internet connection for cloud-based functions.
* The AI system's effectiveness is dependent on the quality of data provided.

**Assumptions:**

1. **Simplifying Job Ad Posting**: The process of posting job advertisements across various job boards can be time-consuming. Automating this task would ensure consistency and save time for HR professionals.
2. **Lengthy Hiring Process**: Traditional HR operations involve a substantial amount of time spent on recruitment, from screening a multitude of resumes to conducting preliminary interviews. This lengthy process often delays the onboarding of suitable candidates.
3. **Variability in Candidate Quality**: Manual screening of CVs and preliminary interviews may not always effectively discern the most suitable candidates. As a result, the quality of shortlisted candidates can sometimes be inconsistent, with under-qualified or ill-suited candidates occasionally moving forward in the hiring process.
4. **Potential for Unconscious Bias**: Human decisions in the recruitment process can be influenced by unintentional biases. These biases can sometimes hinder the objective evaluation of candidates, potentially impacting the diversity and inclusivity of the workforce.
5. **Heavy Administrative Load**: HR teams often shoulder a heavy load of routine administrative tasks. This includes the preparation of onboarding paperwork, tracking compliance, and managing benefits administration. The extensive time devoted to these tasks often leaves little room for strategic initiatives.
6. **Limited Use of Data in Decision Making**: Despite having access to considerable data, HR teams may not have the necessary tools or time to leverage this data effectively. This results in missed opportunities to drive data-backed decision-making, which could enhance operational efficiency and improve workforce management.
7. **Handling High Volume Applications**: Especially for large organizations or popular roles, HR departments can be inundated with a high volume of applications, leading to significant time consumption just to sort and screen them. Your application could expedite this process.
8. **Effective Tracking of Applicants**: The lack of a centralized and efficient system to track applicants throughout the hiring process could result in candidates getting lost in the shuffle or miscommunication within the hiring team.
9. **Accurate Skills Matching**: Manual matching of candidate skills with job requirements can be prone to errors and omissions. An automated, AI-driven system would ensure more precise matching and comparison, reducing the risk of overlooking potentially good fits for the role.
10. **Costly Manual Errors**: Human error in manual data entry and processing can lead to compliance risks and unnecessary costs. An AI-powered solution can mitigate these risks, ensuring accuracy and efficiency.

**Risky Assumptions:**

1. **Fairness in Hiring**: While advanced technology can assist in mitigating some human biases, care must be taken to avoid introducing new forms of bias through poorly calibrated systems, resulting in potentially inequitable hiring practices.
2. **Balanced Communication**: Streamlining HR communications can create efficiency, but over-reliance on automation can strip the process of its human touch, potentially affecting candidate and employee experiences.
3. **Data Protection**: While technology solutions often necessitate comprehensive data collection, it's critical to ensure proper handling and secure storage of this data to prevent privacy breaches.
4. **Balancing Costs**: Advanced technology may deliver cost savings over time, but the substantial initial outlay for development and implementation needs careful consideration.
5. **Round-the-clock Support**: Technology can provide constant HR support, but it's important to recognize its limitations in resolving complex queries which may result in employee frustration.
6. **Balancing Technology Dependence**: Dependence on technology should not result in a lack of human oversight, which may lead to overlooked issues or unnecessary escalations.
7. **Data Analysis Accuracy**: The power of technology to analyze enormous amounts of data needs to be tempered by the understanding that insights' quality is contingent on the quality of the input data.
8. **Strategic Talent Acquisition**: Forecasting hiring needs can provide a competitive advantage, but exclusive reliance on technology can risk missing vital contextual considerations.
9. **Effective Employee Retention**: Technology may assist in identifying attrition patterns, but it's crucial to recognize its limitations in understanding the intricate human factors involved in employee retention.
10. **Comprehensive Skills Gap Analysis**: Technology can help detect skill gaps, but it's important to remember it may oversimplify complex human skills and capabilities, leading to potentially inaccurate assessments of employees' training needs.