

PROJECT REPORT TEMPLATE

**JOB APPLICATION TRACKING
SYSTEM**

DATE
4/15/2023

JOB APPLICATION TRACKING SYSTEM

1. INTRODUCTION

❖ Project Description

Create a CRM Application which helps to the applicant to track the No. of jobs he applied and helps him to find the job posted by the various recruiters, find the best attributes to be involved to run the process in a smooth way easily to track.

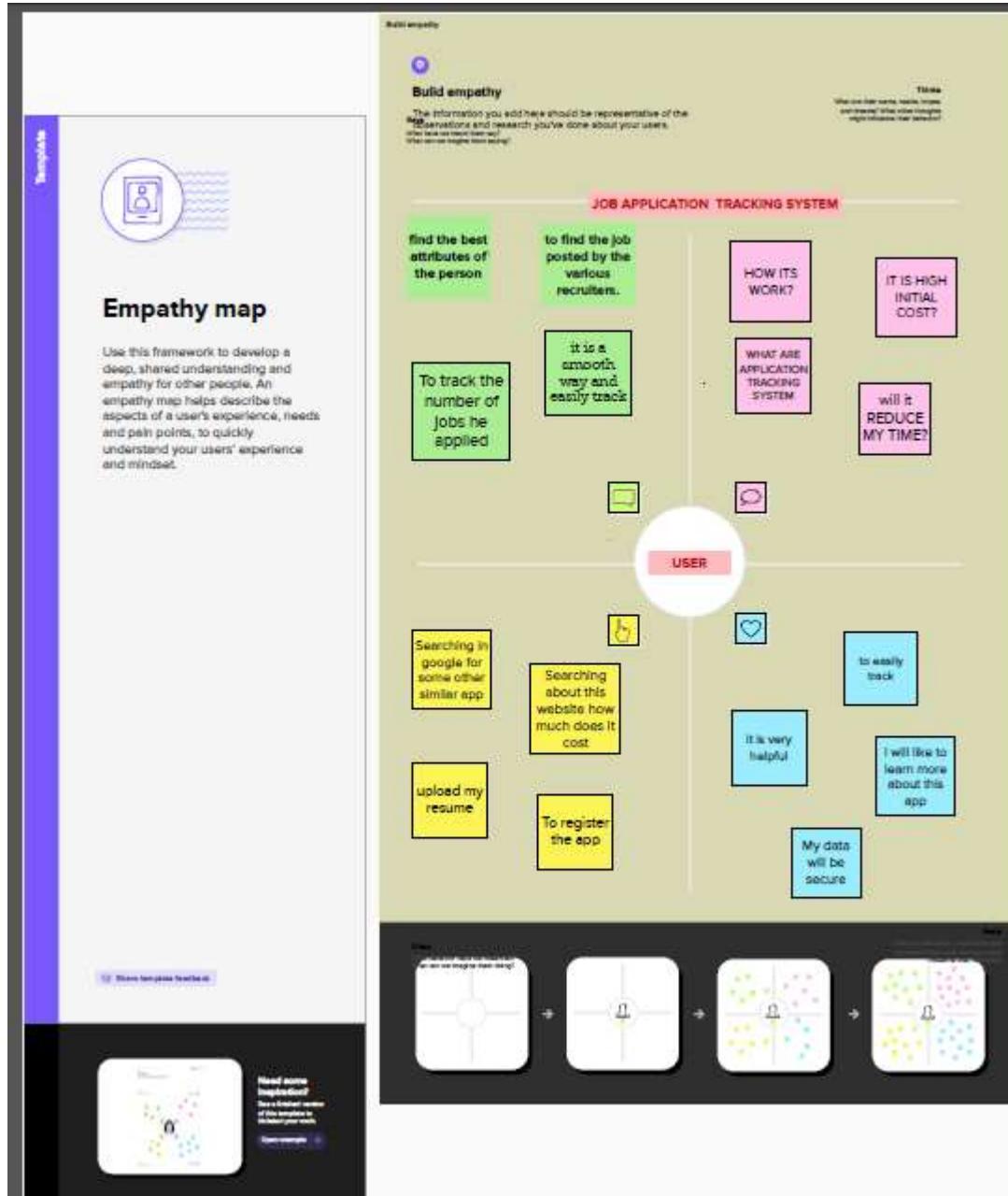
❖ PURPOSE

An application tracking system (ATS) is software for recruiters and employee to track candidates throughout the recruiting and hiring process.

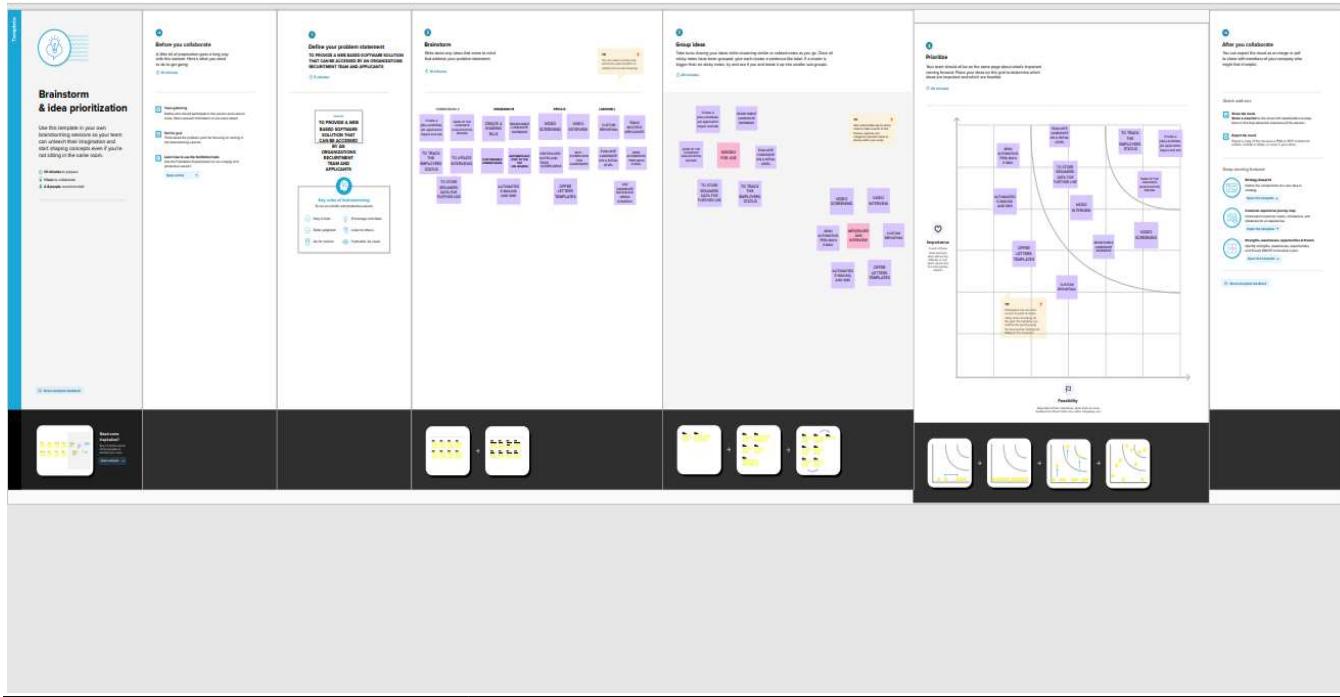
An ATS creates opportunities to automate manual processes, increase visibility into the hiring cycle for the entire recruiting team, and increase opportunities for communication throughout the candidate journey.

2. PROBLEM DEFINITION AND DESIGN THINKING

EMPATHY MAP



IDEATION & BRAINSTORMING MAP



3. RESULT

DATA MODEL

Object name	Fields in the Object							
Recruiter	<table border="1"> <thead> <tr> <th>Field label</th><th>Data type</th></tr> </thead> <tbody> <tr> <td>Job title</td><td>Text</td></tr> </tbody> </table>	Field label	Data type	Job title	Text			
Field label	Data type							
Job title	Text							
Jobs	<table border="1"> <thead> <tr> <th>Field label</th><th>Data type</th></tr> </thead> <tbody> <tr> <td>Description</td><td>Text area</td></tr> <tr> <td>Location</td><td>Text</td></tr> </tbody> </table>	Field label	Data type	Description	Text area	Location	Text	
Field label	Data type							
Description	Text area							
Location	Text							

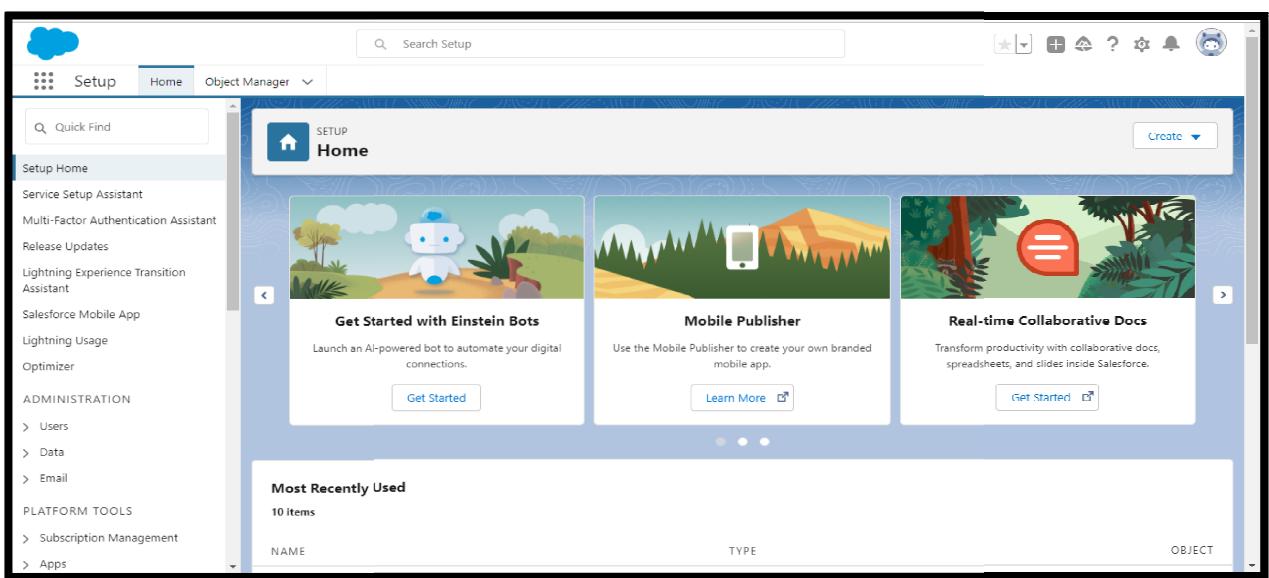
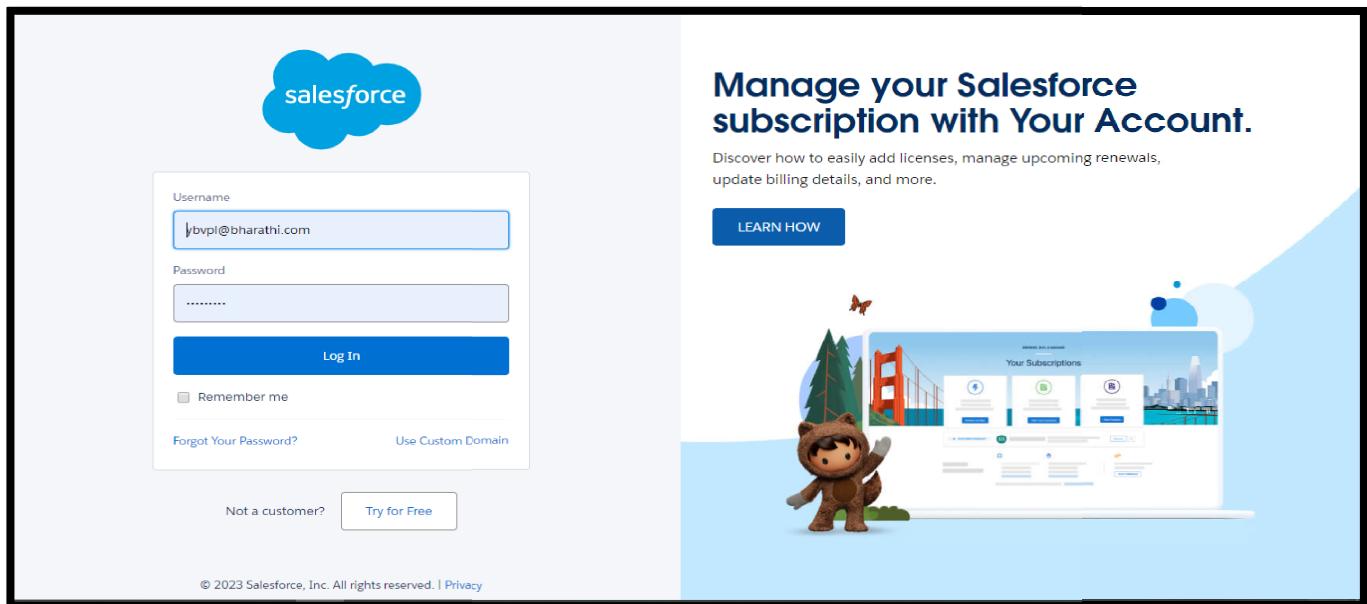
Activity & screenshot

Milestone 1 – Salesforce:

Activity 1:

Creating a Salesforce Developer Org:

- Create username and password
- By using username and password login into the salesforce org:



MILESTONE 2 –OBJECT:

ACTIVITY 1:

Create a custom object for recruiter

The screenshot shows the Salesforce Object Manager interface. The top navigation bar includes 'Setup', 'Home', and 'Object Manager'. The main title is 'Recruiter'. On the left, a sidebar lists various object configuration options: Fields & Relationships, Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, Record Types, Related Lookup Filters, Search Layouts, and List View Button Layout. The main 'Details' tab is selected, showing the following configuration:

- Description: [empty]
- API Name: Recruiter__c
- Custom: ✓
- Singular Label: Recruiter
- Plural Label: Recruiters
- Enable Reports: ✓
- Track Activities: ✓
- Track Field History: ✓
- Deployment Status: Deployed
- Help Settings: Standard salesforce.com Help Window

ACTIVITY 2: create custom object for job

The screenshot shows the Salesforce Object Manager interface. The top navigation bar includes 'Setup', 'Home', and 'Object Manager'. The main title is 'jobs'. The sidebar on the left is identical to the previous screenshot. The main 'Details' tab is selected, showing the following configuration:

- Description: [empty]
- API Name: jobs__c
- Custom: ✓
- Singular Label: jobs
- Plural Label: jobs
- Enable Reports: ✓
- Track Activities: ✓
- Track Field History: ✓
- Deployment Status: Deployed
- Help Settings: Standard salesforce.com Help Window

Create a custom object for Candidate

The screenshot shows the Salesforce Setup interface with the 'Object Manager' selected. A new object named 'Candidate' is being created. The 'Details' tab is selected, showing the following configuration:

- Description:** (empty)
- API Name:** Candidate__c
- Custom:** ✓
- Singular Label:** Candidate
- Plural Label:** candidates
- Enable Reports:** ✓
- Track Activities:** (empty)
- Track Field History:** ✓
- Deployment Status:** Deployed
- Help Settings:** Standard salesforce.com Help Window

The left sidebar lists various object settings: Fields & Relationships, Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, Record Types, Related Lookup Filters, Search Layouts, and List View Button Layout.

Create a custom object for Job Application

The screenshot shows the Salesforce Setup interface with the 'Object Manager' selected. A new object named 'Job Application Object' is being created. The 'Details' tab is selected, showing the following configuration:

- Description:** (empty)
- API Name:** Job_Application_Object__c
- Custom:** ✓
- Singular Label:** Job Application Object
- Plural Label:** Job application Objects
- Enable Reports:** ✓
- Track Activities:** (empty)
- Track Field History:** ✓
- Deployment Status:** Deployed
- Help Settings:** Standard salesforce.com Help Window

The left sidebar lists various object settings: Fields & Relationships, Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, Record Types, Related Lookup Filters, Search Layouts, and List View Button Layout.

Create a custom object for tabs

The screenshot shows the Salesforce Setup interface with the 'Object Manager' tab selected. A new object named 'Tab' is being created. The 'Details' section includes fields for API Name (set to 'Tabs__c'), Singular Label ('Tab'), and Plural Label ('Tabs'). The 'Description' field is empty. On the right, checkboxes for various features are checked: 'Enable Reports', 'Track Activities', 'Track Field History', 'Deployment Status' (set to 'Deployed'), 'Help Settings', and 'Standard salesforce.com Help Window'. The left sidebar lists other setup categories like Fields & Relationships, Page Layouts, and Lightning Record Pages.

MILESTONE 3 – Fields:

ACTIVITY 1:

The screenshot shows the 'Fields & Relationships' section for the 'Recruiter' object. It displays four fields: 'Created By' (CreatedById, Lookup(User)), 'Last Modified By' (LastModifiedById, Lookup(User)), 'Owner' (OwnerId, Lookup(User,Group)), and 'Recruiter Number' (Name, Auto Number). The 'Owner' and 'Recruiter Number' fields have their 'Indexed' checkboxes checked. The left sidebar lists other setup categories like Fields & Relationships, Page Layouts, and Lightning Record Pages.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
Last Modified By	LastModifiedById	Lookup(User)		
Owner	OwnerId	Lookup(User,Group)		<input checked="" type="checkbox"/>
Recruiter Number	Name	Auto Number		<input checked="" type="checkbox"/>

ACTIVITY 2:

Creation of Master-detail relationship

The screenshot shows the Salesforce Object Manager interface. On the left, a sidebar lists various setup options like Page Layouts, Lightning Record Pages, and Field Sets. The main area is titled 'Fields & Relationships' and displays a table of fields for the 'jobs' object. The table includes columns for FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. One row, 'Recruiter', is highlighted and shows 'Master-Detail(Recruiter)' under the CONTROLLING FIELD column.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedBy	Lookup(User)		
Description	Description_c	Text Area(255)		
jobs Name	Name	Auto Number		
Last Modified By	LastModifiedBy	Lookup(User)		
Location	Location_c	Text(30)		
Recruiter	Recruiter_c	Master-Detail(Recruiter)		

MILESTONE 4-TAB:

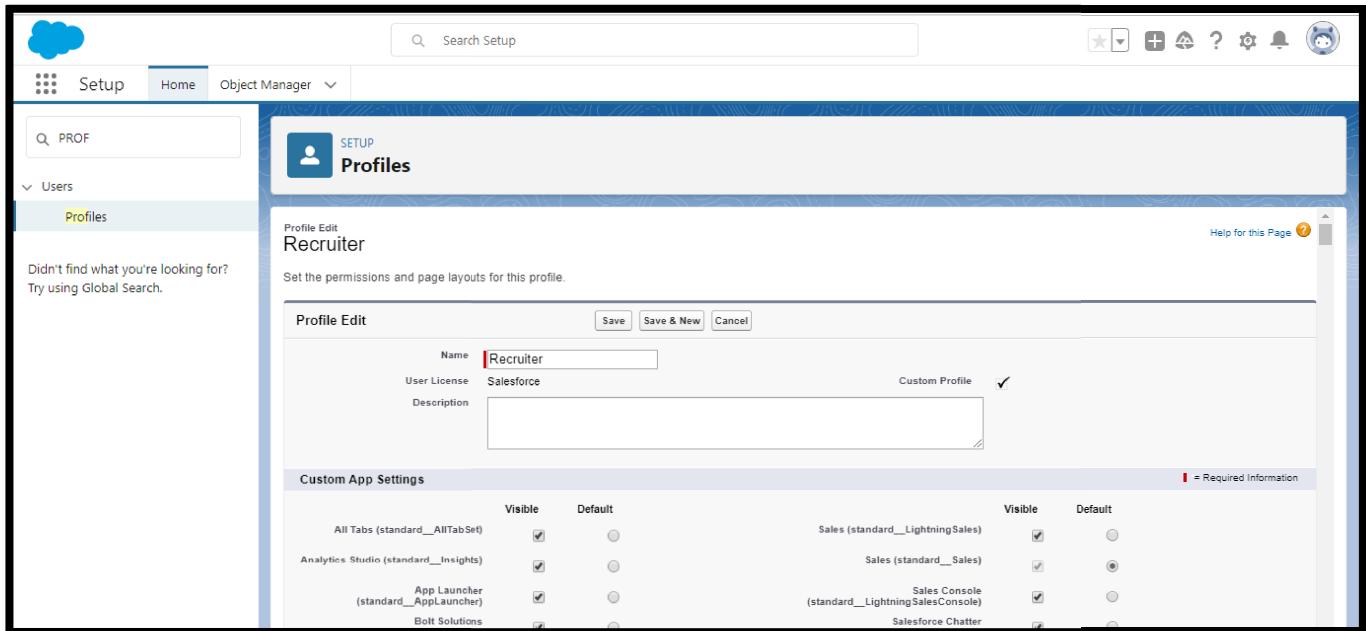
ACTIVITY 1: TAB

The screenshot shows the Salesforce Tabs setup page. The left sidebar has a 'User Interface' section with 'Tabs' selected. The main area is titled 'Custom Tabs' and contains a table of custom object tabs. The table columns are Action, Label, Tab Style, and Description. Below this is a section for 'Web Tabs' which states 'No Web Tabs have been defined'.

Action	Label	Tab Style	Description
Edit Del	candidates	Boat	
Edit Del	Job application Objects	Red Cross	
Edit Del	jobs	Headset	
Edit Del	Recruiters	Handsaw	
Edit Del	Tabs	Cell phone	

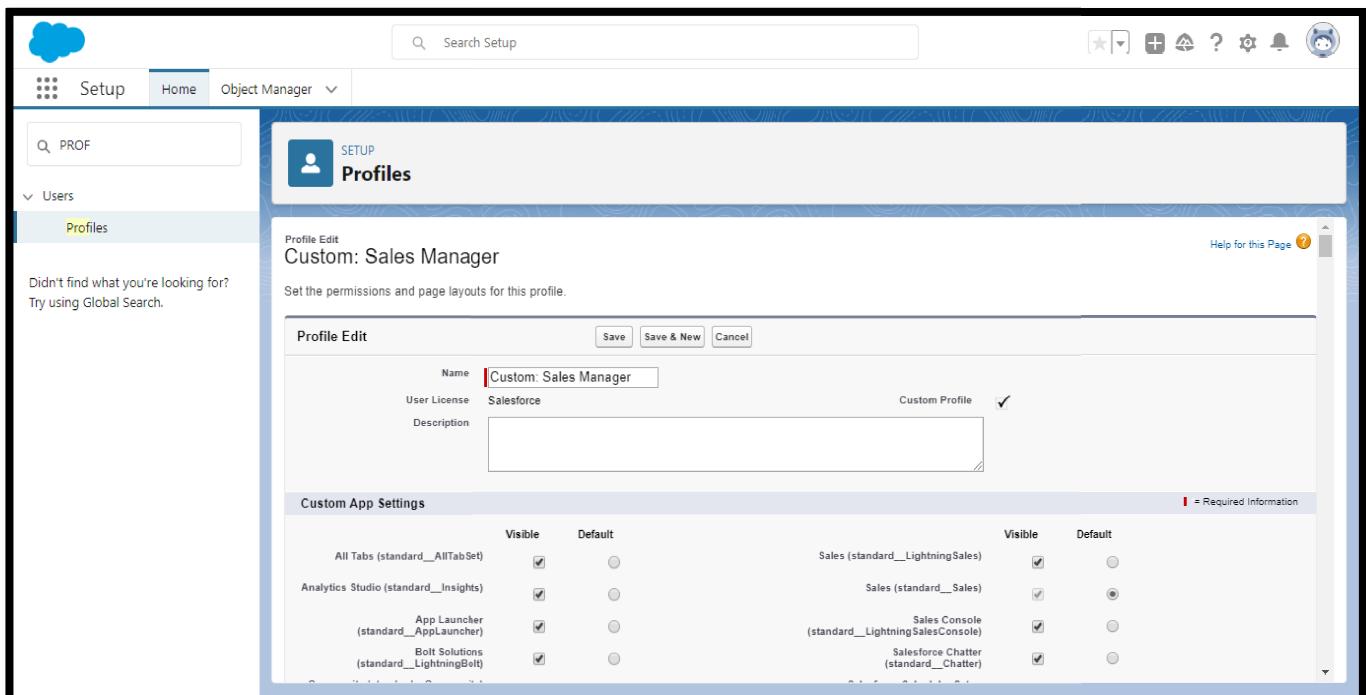
MILESTONE 5-Profile

Activity 1: **Profile name -Recruiter**



The screenshot shows the Salesforce Setup interface. In the top left, there's a search bar with 'PROF' typed in. Below it, a sidebar shows 'Users' and 'Profiles'. The main area is titled 'SETUP Profiles' and shows a 'Profile Edit' screen for 'Recruiter'. The profile details are: Name: Recruiter, User License: Salesforce, and Description: (empty). Under 'Custom Profile', a checkmark is selected. The 'Custom App Settings' section lists various tabs and their visibility settings. A note at the bottom right says 'Required Information'.

Activity 2: **Create a profile with the profile name as “sales manager”**



The screenshot shows the Salesforce Setup interface. In the top left, there's a search bar with 'PROF' typed in. Below it, a sidebar shows 'Users' and 'Profiles'. The main area is titled 'SETUP Profiles' and shows a 'Profile Edit' screen for 'Custom: Sales Manager'. The profile details are: Name: Custom: Sales Manager, User License: Salesforce, and Description: (empty). Under 'Custom Profile', a checkmark is selected. The 'Custom App Settings' section lists various tabs and their visibility settings. A note at the bottom right says 'Required Information'.

MILESTONE 6-USER

Activity 1: To create a user:

The screenshot shows the Salesforce Setup interface under the 'Users' section. A new user record is being created for 'Hr Manager'. The General Information fields include First Name (Hr), Last Name (Manager), Alias (hmana), Email (salesforce6071@gmail.com), Username (smartinternz@salesforce.com), and Nickname (User1679750682509599272). The Role is set to <None Specified>, User License to Salesforce Platform, Profile to Standard Platform User, and Active status is checked. Other optional checkboxes like Marketing User, Offline User, Knowledge User, Flow User, Service Cloud User, Site.com Contributor User, Site.com Publisher User, and WDC User are all unchecked.

Activity 2:

Create a User with username as “Ganesh Gelli”

The screenshot shows the Salesforce Setup interface under the 'Users' section. A new user record is being created for 'Ganesh Gelli'. The General Information fields include First Name (Ganesh), Last Name (Gelli), Alias (smana), Email (salesforce6078@gmail.com), Username (ganeshgelli6078@sales.com), and Nickname (User1679751209920486132). The Role is set to <None Specified>, User License to Salesforce, Profile to HR manager, and Active status is checked. Other optional checkboxes like Marketing User, Offline User, Knowledge User, Flow User, Service Cloud User, Site.com Contributor User, Site.com Publisher User, and WDC User are all unchecked.

MILESTONE 7-Sharing rules

Activity 1:

Create a sharing rule

The screenshot shows the Salesforce Sharing Settings page. In the left sidebar, under 'Sharing Settings', there is a note: 'Didn't find what you're looking for? Try using Global Search.' The main area is titled 'Candidate Sharing Rule' and contains the following information:

Label: candidate
Rule Name: candidate
Description: [empty]

Step 1: Select your rule type

Criteria	Field	Operator	Value	Logic
1	Candidate Name	equals	true	AND
2	--None--	--None--		AND
3	--None--	--None--		AND
4	--None--	--None--		AND
5	--None--	--None--		

ACTIVITY 2:

Create a sharing Rule to share the records of job application to HR Manager

The screenshot shows the Salesforce Sharing Settings page. In the left sidebar, under 'Sharing Settings', there is a note: 'Didn't find what you're looking for? Try using Global Search.' The main area is titled 'Job Application Sharing Rule' and contains the following information:

Label: Job Application
Rule Name: Job_Application
Description: [empty]

Step 1: Select your rule type

Criteria	Field	Operator	Value	Logic
1	Last Modified By ID	equals	true	AND
2	--None--	--None--		AND
3	--None--	--None--		AND
4	--None--	--None--		

Additional Options: Include records owned by users who can't have an assigned role

Share with: Role: Channel Sales Team

Access Level: Read/Write

Created By: Yasmin Banu S

Modified By: Yasmin Banu S, 25/03/2023, 7:25 pm

MILESTONE 8-Reports

Activity 1:

Create a report:

The screenshot shows a Salesforce report for Accounts. The title is "Report: Accounts account name". The main section displays a summary table with columns for Rating, Billing City, and various cities (Austin, Burlington, Chicago, Lawrence, Mountain View, New York, Paris, Portland, San Francisco, Singapore, Tucson) along with a Total column. The summary table includes rows for Record Count, Hot, Warm, and Cold leads, and a Total row. Below the summary table is a detailed table showing account records with columns for Last Activity, Account Owner, Account Name, Billing State/Province, Type, and Last Modified Date. The detailed table lists four accounts: Yasmin Banu S (United Oil & Gas, UK), Dickenson plc (KS), Pyramid Construction Inc. (CA), and sForce. At the bottom of the report are several filter and summary options: Row Counts, Detail Rows, Grand Total, and Stacked Summaries.

Activity 2:

Create a report for object Jobs

The screenshot shows a Salesforce report for Accounts, titled "Report: Accounts Object Jobs". The structure is identical to the one in Activity 1, featuring a summary table at the top and a detailed table below it. The summary table shows the same categories and data points as the first report. The detailed table lists the same four accounts: Yasmin Banu S (United Oil & Gas, UK), Dickenson plc (KS), Pyramid Construction Inc. (CA), and sForce. The bottom of the report includes the same set of filter and summary options: Row Counts, Detail Rows, Grand Total, and Stacked Summaries.

Create a report for candidate

The screenshot shows a Salesforce report titled "Report: Accounts Candidate". The report displays a grid of account data categorized by Rating (Hot, Warm, Cold) and Billing City (Austin, Burlington, Chicago, Lawrence, Mountain View, New York, Paris, Portland, San Francisco, Singapore, Tucson). The grid includes a column for "Record Count" and a "Total" column. Below the main grid, there is a detailed view section titled "Details (12 Rows)" showing specific account records with columns for Last Activity, Account Owner, Account Name, Billing State/Province, Type, and Last Modified Date.

Rating	Billing City	Austin	Burlington	Chicago	Lawrence	Mountain View	New York	Paris	Portland	San Francisco	Singapore	Tucson	Total
Hot	Record Count	0	1	0	0	0	0	1	0	0	0	0	2
Warm	Record Count	0	0	1	1	0	0	0	0	0	0	1	3
Cold	Record Count	0	0	0	0	0	1	0	0	1	0	0	2

Last Activity	Account Owner	Account Name	Billing State/Province	Type	Last Modified Date
1	-	Yasmin Banu S	United Oil & Gas, UK	Customer - Direct	24/03/2023
2	-	Yasmin Banu S	Dickenson plc	Customer - Channel	24/03/2023
3	-	Yasmin Banu S	Pyramid Construction Inc.	Customer - Channel	24/03/2023
4	-	Yasmin Banu S	sForce	Customer - Direct	24/03/2023

Create a report for job application

The screenshot shows a second Salesforce report titled "Report: Accounts Job Application", which is identical in structure and data to the first report. It displays a grid of account data categorized by Rating (Hot, Warm, Cold) and Billing City (Austin, Burlington, Chicago, Lawrence, Mountain View, New York, Paris, Portland, San Francisco, Singapore, Tucson). The grid includes a column for "Record Count" and a "Total" column. Below the main grid, there is a detailed view section titled "Details (12 Rows)" showing specific account records with columns for Last Activity, Account Owner, Account Name, Billing State/Province, Type, and Last Modified Date.

Rating	Billing City	Austin	Burlington	Chicago	Lawrence	Mountain View	New York	Paris	Portland	San Francisco	Singapore	Tucson	Total
Hot	Record Count	0	1	0	0	0	0	1	0	0	0	0	2
Warm	Record Count	0	0	1	1	0	0	0	0	0	0	1	3
Cold	Record Count	0	0	0	0	0	1	0	0	1	0	0	2

Last Activity	Account Owner	Account Name	Billing State/Province	Type	Last Modified Date
1	-	Yasmin Banu S	United Oil & Gas, UK	Customer - Direct	24/03/2023
2	-	Yasmin Banu S	Dickenson plc	Customer - Channel	24/03/2023
3	-	Yasmin Banu S	Pyramid Construction Inc.	Customer - Channel	24/03/2023
4	-	Yasmin Banu S	sForce	Customer - Direct	24/03/2023

4. Trailhead profile public URL

Team lead - YASMIN BANU.S -<https://trailblazer.me/id/ybanus>

Team Member 1 - VINNARASI .M - <https://trailblazer.me/id/pvinnarasim>

Team Member 2 – PRIYA .R -<https://trailblazer.me/id/priy63>

Team Member 3 – LAKSHMI .L - <https://trailblazer.me/id/lakshmi48>

5. ADVANTAGES & DISADVANTAGES

Advantages

- With recruiters receiving 100s of resumes per role, even scanning can take a lot of time. ATS software can be utilized to review applications and filter out candidates that don't meet the minimum requirements of the role.
- Reduces time spent on admin tasks.
- Automated dashboards provide management with a good view of recruiting performance.
- Having a streamlined recruiting workflow and messaging can enhance the candidate experience can make a great first impression as you're trying to attract top-notch talent.
- Easy job posting
- Applicant Tracking Systems have become more user-friendly

Disadvantages

- A Disadvantage of ATS is missing qualified applicants due to wrong keyword selection
- Automatic elimination of resumes that software cannot recognize and interpret is another drawback of ATS.
- An Applicant Tracking System Disadvantage is that they are open to manipulation.

6. Applications

Recruiters and employee to track candidates throughout the recruiting and hiring process.

the applicant to track the No. of jobs he applied and helps him to find the job posted by the various recruiters, find the best attributes to be involved to run the process in a smooth way easily to track.

7. CONCLUSION

In an age where the recruiting world is witnessing rapid technological innovations, it would not be wrong to say that the new generations of application tracking system powered by Artificial Intelligence (AI) have emerged as an essential tool for the present-day recruiters looking to drive innovative hiring results. Besides making it simpler for hiring managers to track prospective applicants and precisely match resumes with vacant posts for determining the best fit for the job role, ATS solutions can also work wonders for nurturing recruitment campaigns. Above all, make sure that you pick out the most up-to-date recruitment software for your organization so as to get rid of serious manual inefficiencies and expedite the entire talent acquisition process in a minute.

8. Future scope

Applicant Tracking System for recruiters is a very effective hiring solution that most of the successful recruiters utilize. Because without it, there is a good chance that your process of moving applicants through different stages can become very difficult.

Thank you