Project Report Template

TITLE : Recruiting Assistant for HR Managers

1. INTRODUCTION

Overview

- This HR manager job description template includes key HR management duties and responsibilities, as well as important skills. Customize to your needs.

Purpose

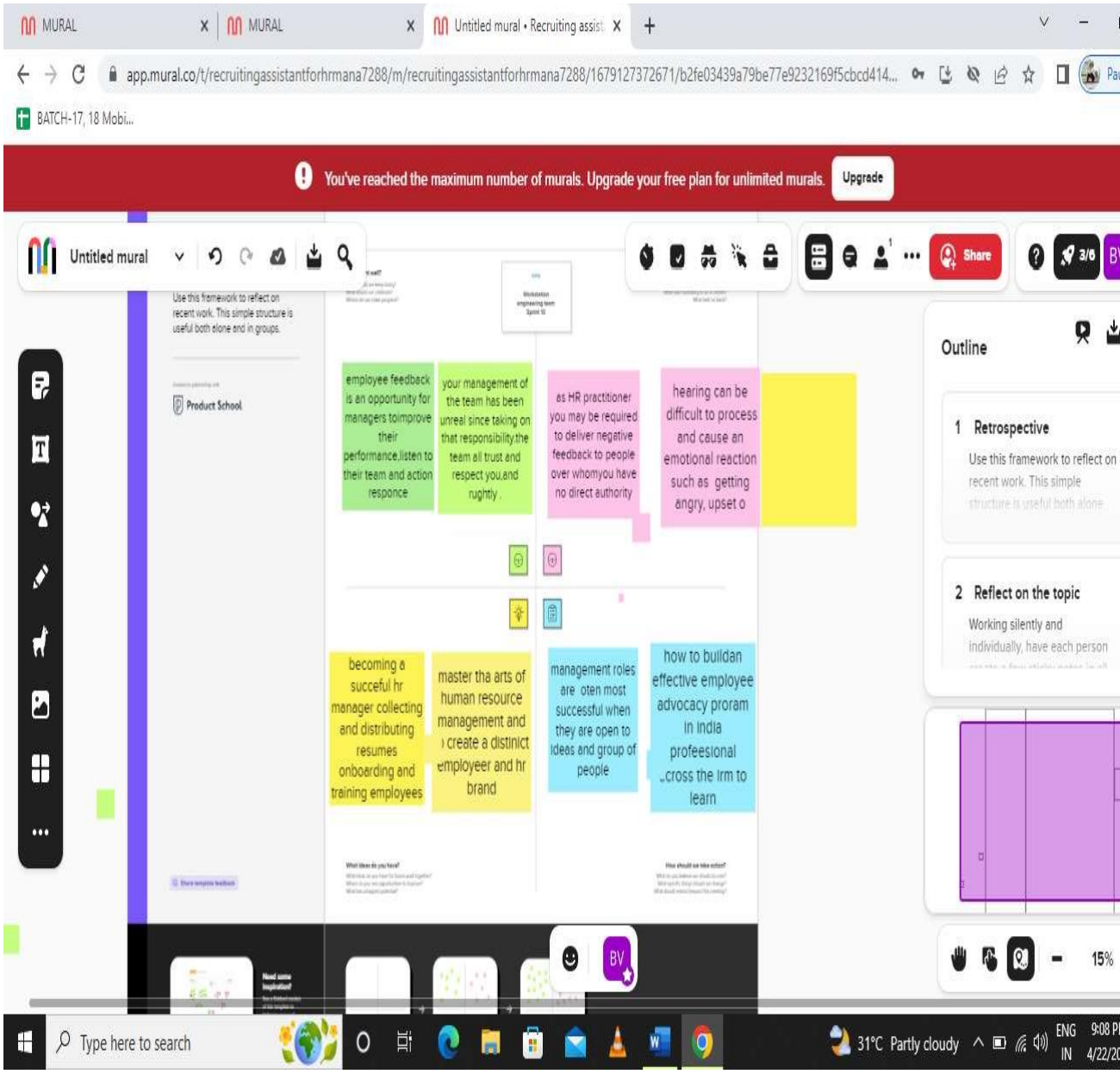
- Recruitment is a key responsibility of the HRdepartment.

- While HR works in many areas including employeedevelopment, statutory compliance, date management and many others.

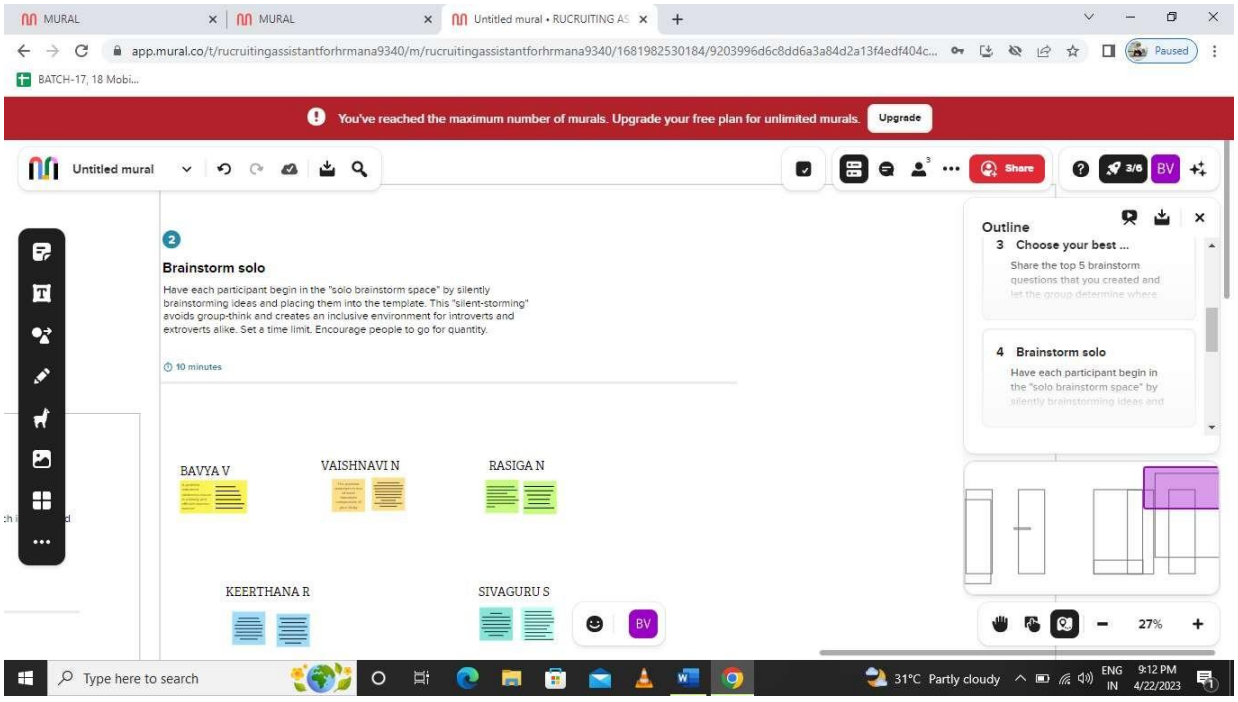
- One of the key areas of focus for HR is to attract,select and onboard suitable candidates for the organization.

2. Problem Definition & Design Thinking

Empathy map


MURAL
MURAL
Untitled mural • Recruiting assist
app.mural.co/t/recruitingassistantforhrmana7288/m/recruitingassistantforhrmana7288/1679127372671/b2fe03439a79be77e9232169f5cbcd414...
BATCH-17, 18 Mobi...
You've reached the maximum number of murals. Upgrade your free plan for unlimited murals.
Upgrade
Untitled mural
Share
Use this framework to reflect on recent work. This simple structure is useful both alone and in groups.
Product School
employee feedback is an opportunity for managers toimprove their performance,listen to their team and action responce
your management of the team has been unreal since taking on that responsibility,the team all trust and respect you,and rughtly .
as HR practitioner you may be required to deliver negative feedback to people over whomyou have no direct authority
hearing can be difficult to process and cause an emotional reaction such as getting angry, upset o
becoming a succeful hr manager collecting and distributing resumes onboarding and training employees
master tha arts of human resource management and) create a distinict employeer and hr brand
management roles are oten most successful when they are open to ideas and group of people
how to buildan effective employee advocacy proram in India profeesional .cross the lrm to learn
Outline
1 Retrospective
Use this framework to reflect on recent work. This simple
2 Reflect on the topic
Working silently and individually, have each person
15%
Type here to search
31°C Partly cloudy
ENG
IN
9:08 P
4/22/20

Ideation & Brainstorming Map



1. RESULT

Date Model:

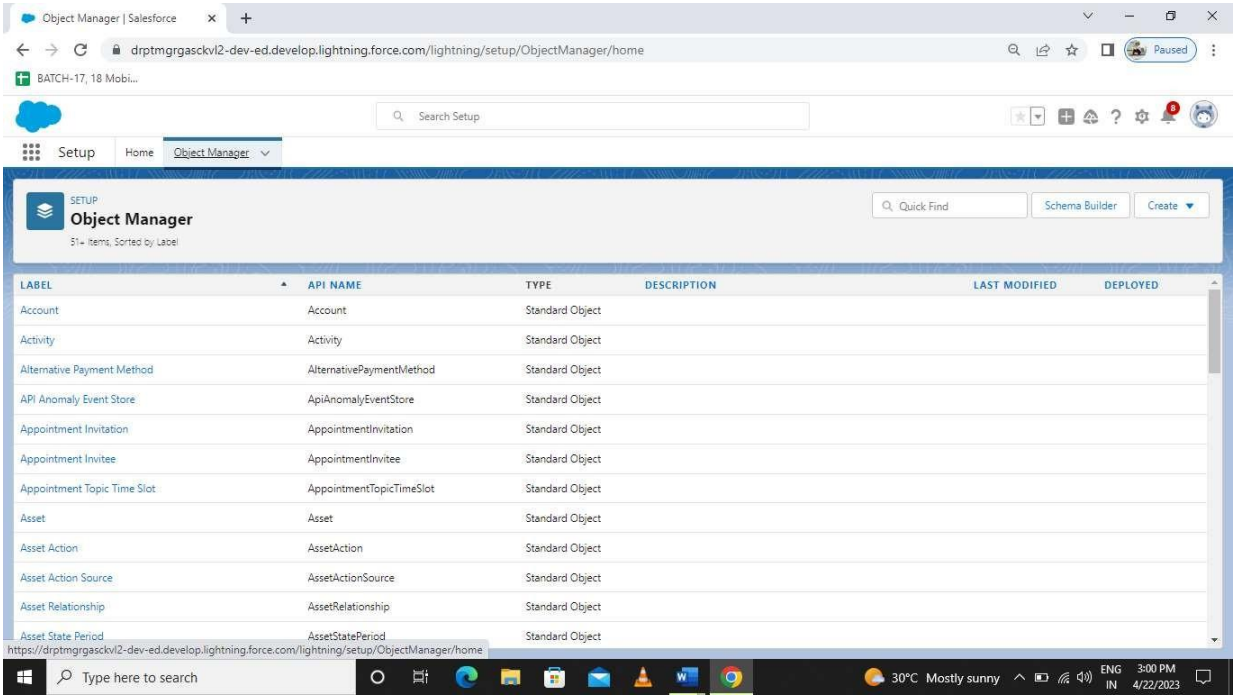
<table>
<tr><th>Object Name</th><th>Field in tha object</th></tr>
<tr><td>Obj - 1
Custom Objects</td><td>
<table>
<tr><td>Filed Lable</td><td>Date Type</td></tr>
<tr><td>Job posting site</td><td>Text</td></tr>
<tr><td>Job posting sites”</td><td>Text</td></tr>
</table>
</td></tr>
<tr><td>Obj – 2
Junction Object</td><td>
<table>
<tr><td>Filed Lable</td><td>Date Type</td></tr>
<tr><td>Job positing</td><td>Auto number</td></tr>
<tr><td>Job postings”</td><td>Text</td></tr>
</table>
</td></tr>
</table>

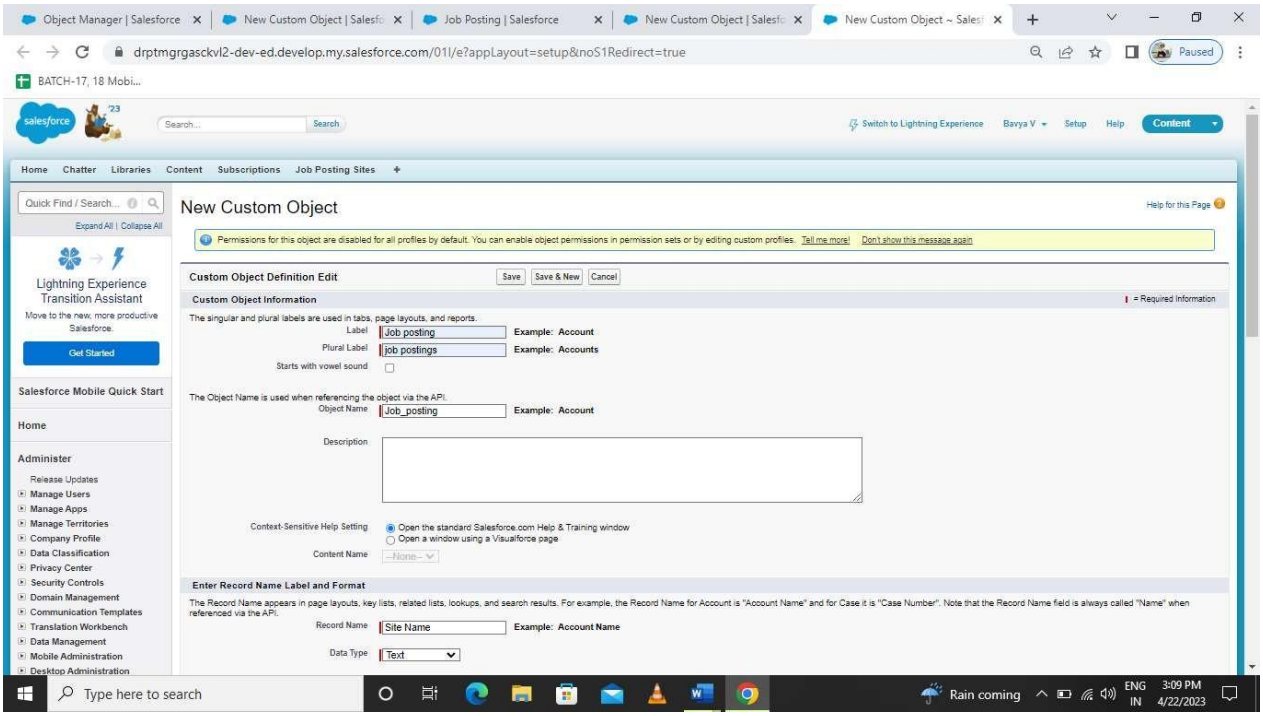
Activity & Screenshot

Activity 1:

- Creating a salesforce Developer Org
- A developer org has all the features and licenses you needto get started with salesforce.

➢ Search Developer.salesforce.com
➢ Enter the following details like first name, email, role Company, country region, postal code, and Username must be unique.
➢ Click sign me up, after a few min you will reserve a mail salesforce org and by using the verify account link you can create your new password.




Object Manager | Salesforce
New Custom Object | Salesfc
Job Posting | Salesforce
New Custom Object | Salesfc
New Custom Object ~ Sales
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Paused
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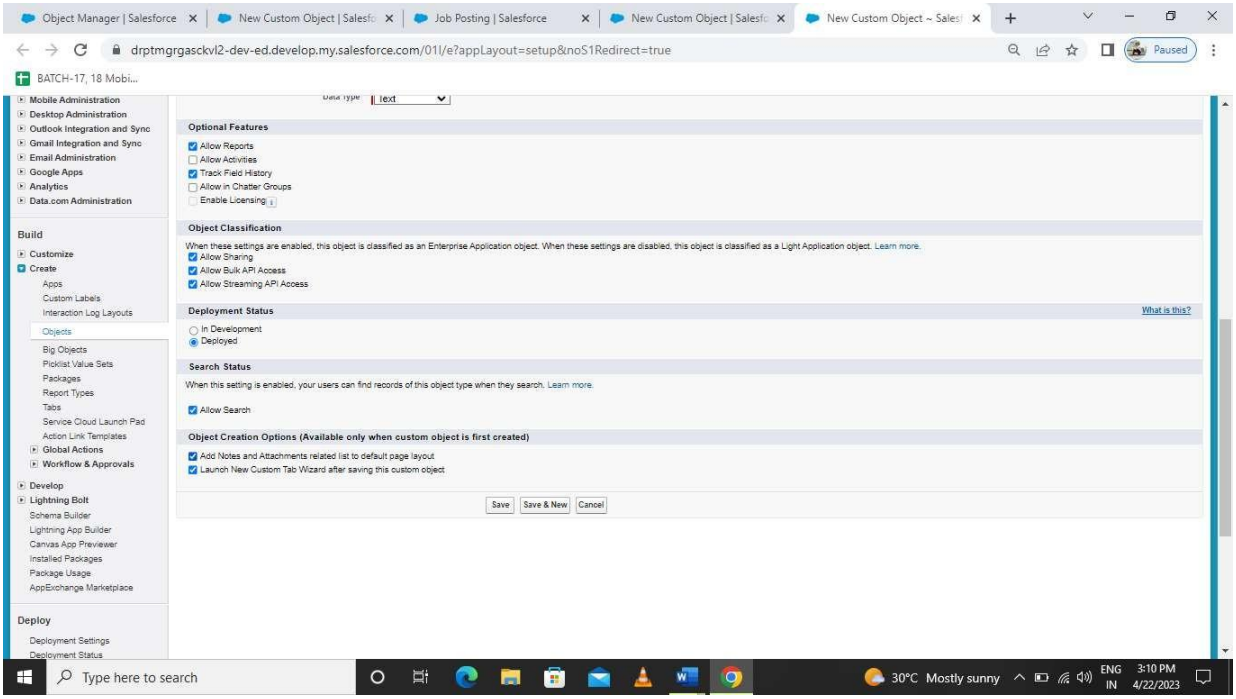
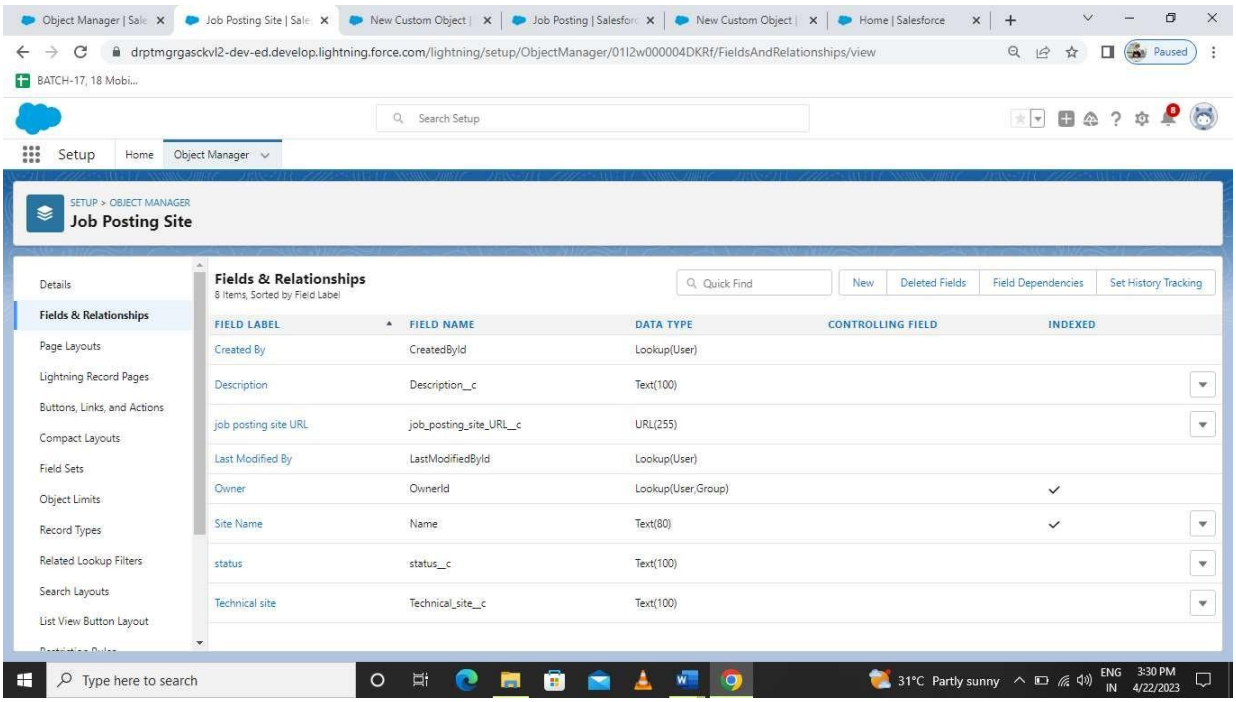
Search...
Search
Switch to Lightning Experience
Bavya V
Setup
Help
Content
Home
Chatter
Libraries
Content
Subscriptions
Job Posting Sites
Quick Find / Search...
Expand All | Collapse All
Lightning Experience Transition Assistant
Move to the new, more productive Salesforce.
Get Started
Salesforce Mobile Quick Start
Home
Administer
Release Updates
Manage Users
Manage Apps
Manage Territories
Company Profile
Data Classification
Privacy Center
Security Controls
Domain Management
Communication Templates
Translation Workbench
Data Management
Mobile Administration
Desktop Administration
New Custom Object
Help for this Page
Permissions for this object are disabled for all profiles by default. You can enable object permissions in permission sets or by editing custom profiles. Tell me more! Don't show this message again
Custom Object Definition Edit
Save
Save & New
Cancel
Custom Object Information
= Required Information
The singular and plural labels are used in tabs, page layouts, and reports.
Label
Job posting
Example: Account
Plural Label
job postings
Example: Accounts
Starts with vowel sound
The Object Name is used when referencing the object via the API.
Object Name
Job_posting
Example: Account
Description
Context-Sensitive Help Setting
Open the standard Salesforce.com Help & Training window
Open a window using a Visualforce page
Content Name
--None--
Enter Record Name Label and Format
The Record Name appears in page layouts, key lists, related lists, lookups, and search results. For example, the Record Name for Account is "Account Name" and for Case it is "Case Number". Note that the Record Name field is always called "Name" when referenced via the API.
Record Name
Site Name
Example: Account Name
Data Type
Text
Type here to search
Rain coming
ENG
IN
3:09 PM
4/22/2023


Object Manager | Salesforce
New Custom Object | Salesfc
Job Posting | Salesforce
New Custom Object | Salesfc
New Custom Object ~ Sales
drptmgrgasckvl2-dev-ed.develop.my.salesforce.com/01l/e?appLayout=setup&noS1Redirect=true
Paused
BATCH-17, 18 Mobi...
Mobile Administration
Desktop Administration
Outlook Integration and Sync
Gmail Integration and Sync
Email Administration
Google Apps
Analytics
Data.com Administration
Build
Customize
Create
Apps
Custom Labels
Interaction Log Layouts
Objects
Big Objects
Picklist Value Sets
Packages
Report Types
Tabs
Service Cloud Launch Pad
Action Link Templates
Global Actions
Workflow & Approvals
Develop
Lightning Bolt
Schema Builder
Lightning App Builder
Canvas App Previewer
Installed Packages
Package Usage
AppExchange Marketplace
Deploy
Deployment Settings
Deployment Status
Optional Features
Allow Reports
Allow Activities
Track Field History
Allow in Chatter Groups
Enable Licensing
Object Classification
When these settings are enabled, this object is classified as an Enterprise Application object. When these settings are disabled, this object is classified as a Light Application object. Learn more.
Allow Sharing
Allow Bulk API Access
Allow Streaming API Access
Deployment Status
What is this?
In Development
Deployed
Search Status
When this setting is enabled, your users can find records of this object type when they search. Learn more.
Allow Search
Object Creation Options (Available only when custom object is first created)
Add Notes and Attachments related list to default page layout
Launch New Custom Tab Wizard after saving this custom object
Save
Save & New
Cancel
Type here to search
30°C Mostly sunny
ENG
IN
3:10 PM
4/22/2023

Milestone 2- Object

Package installation for recruiting App

- In salesforce, a package is a collection of Apex classes, triggers, Visualforce pages, andother components that can be installed into an organization.
- Managed packages are developer and distributed by ISVs (Independent SoftwareVendors) and can be installed from the salesforce app exchange within an organization.
- To install package, an administrator can navigate to the app exchange find the desiredpackage, and click the "Install" button.
- The administrator will then be prompted to log in to their salesforce organizations and providepermission to install the package.



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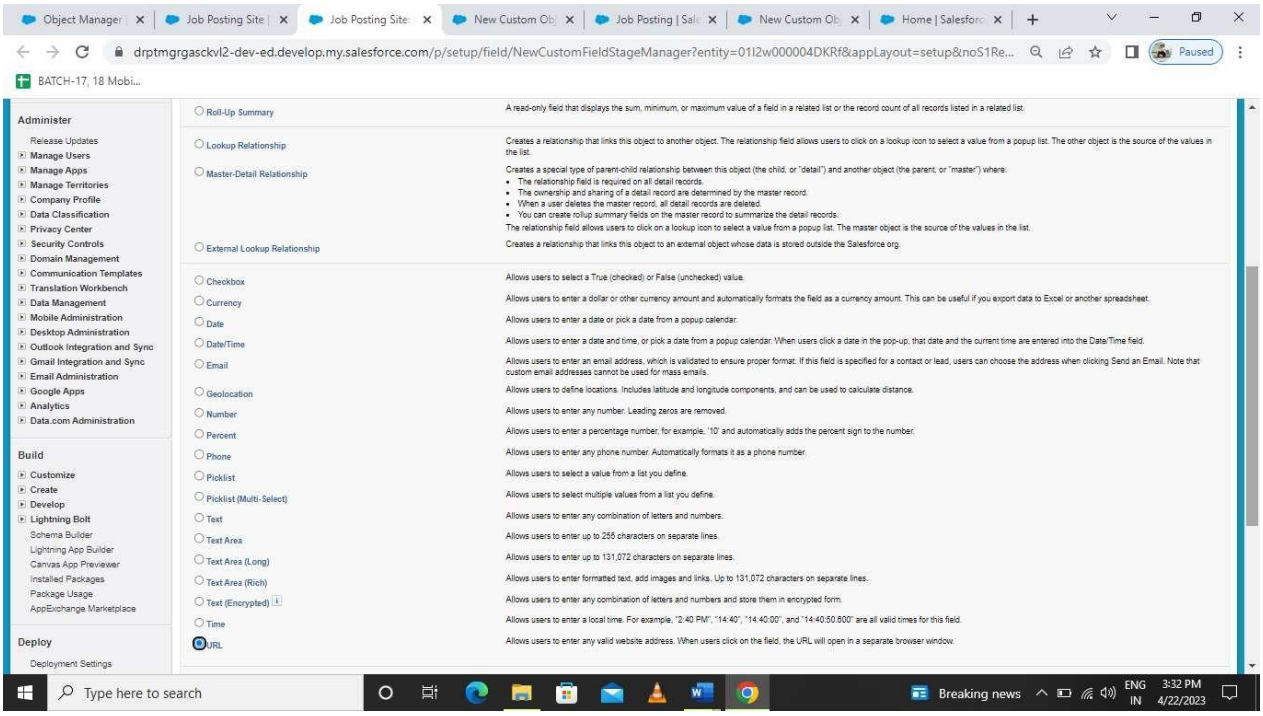
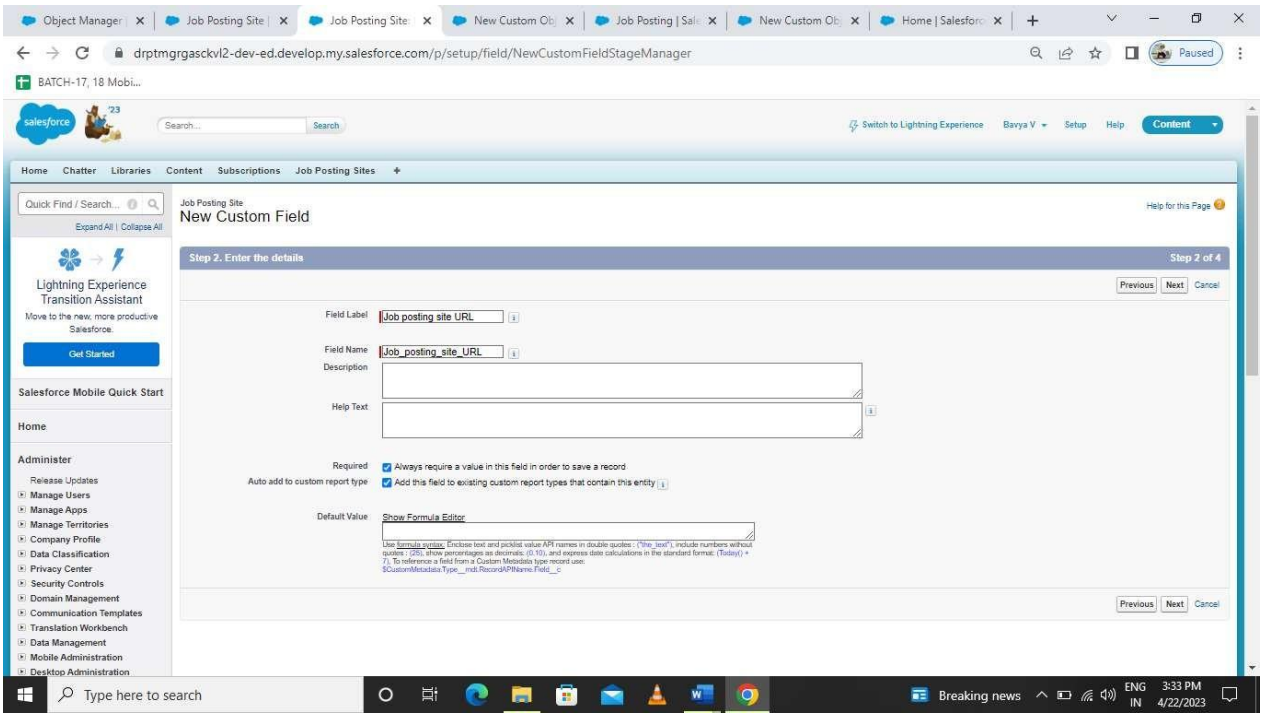


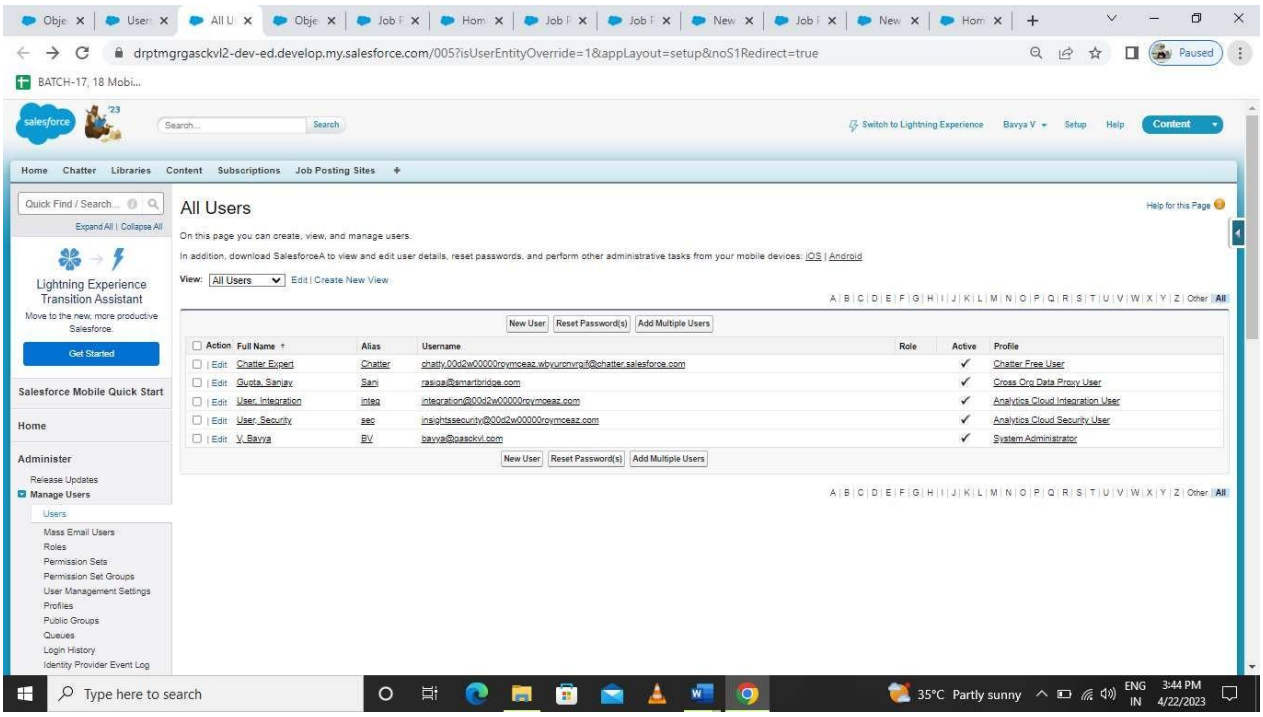


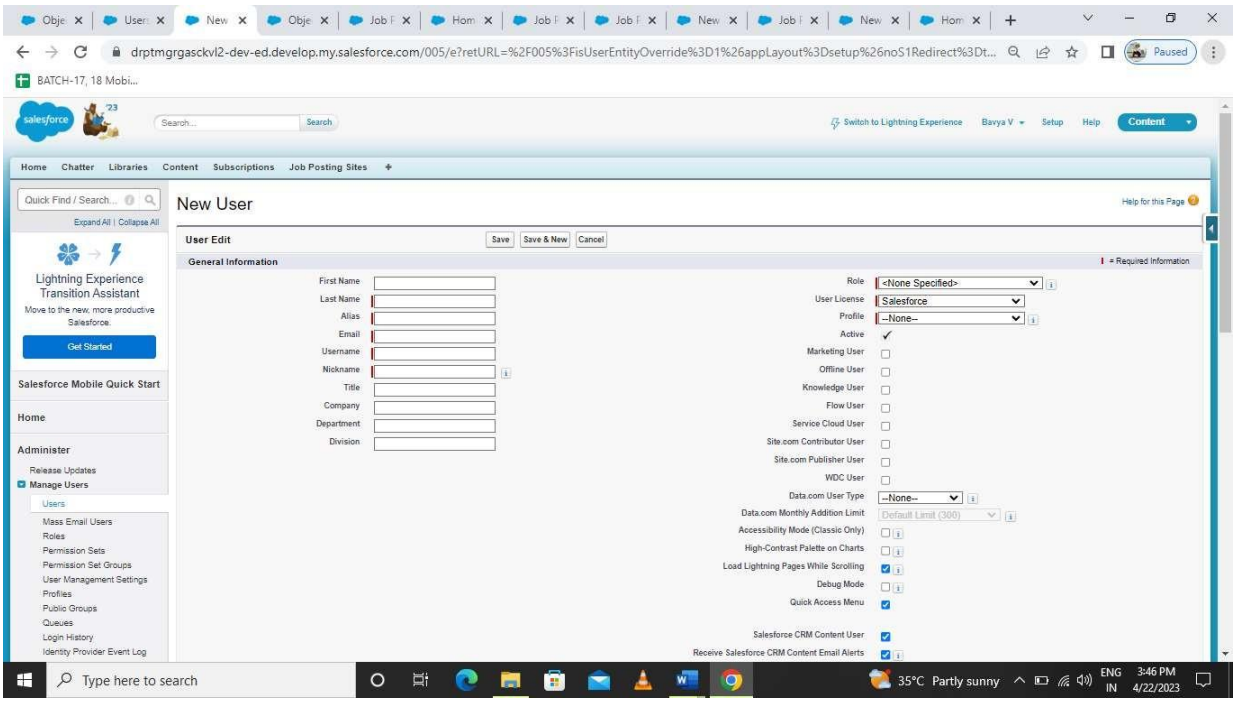
Activity-2:

Milestone 8: Validation Rules

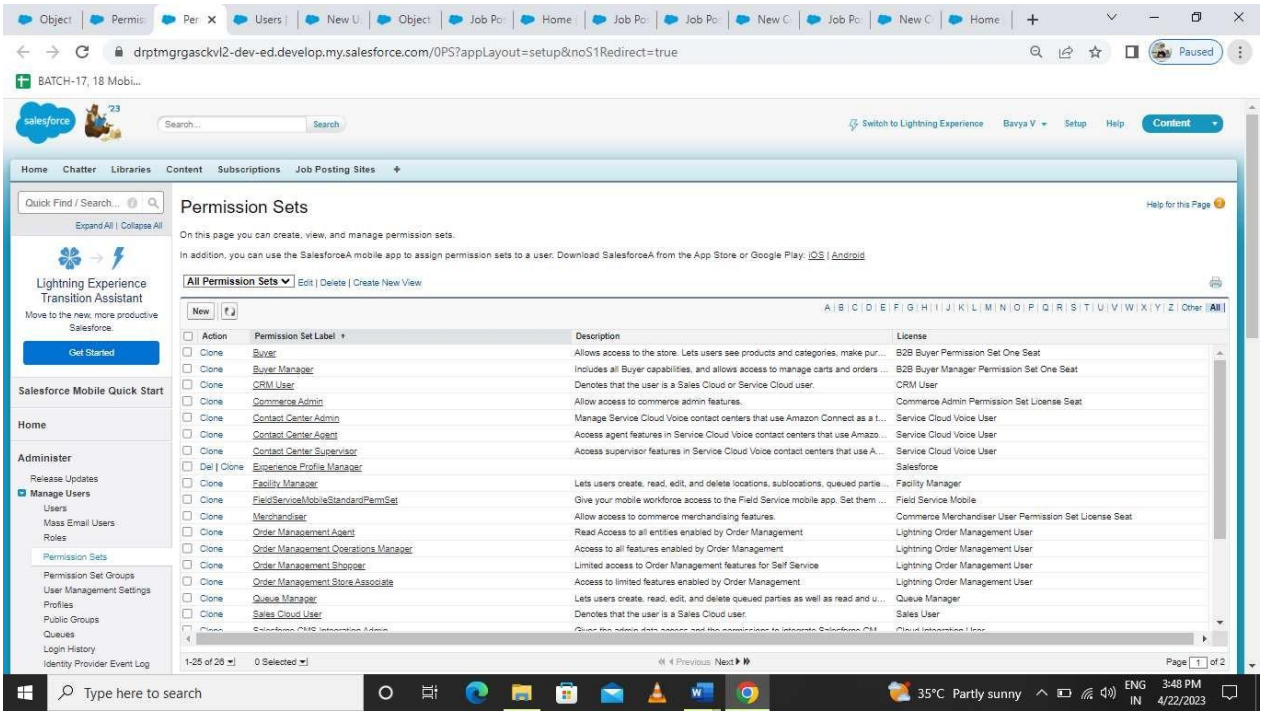
What are validation rule?

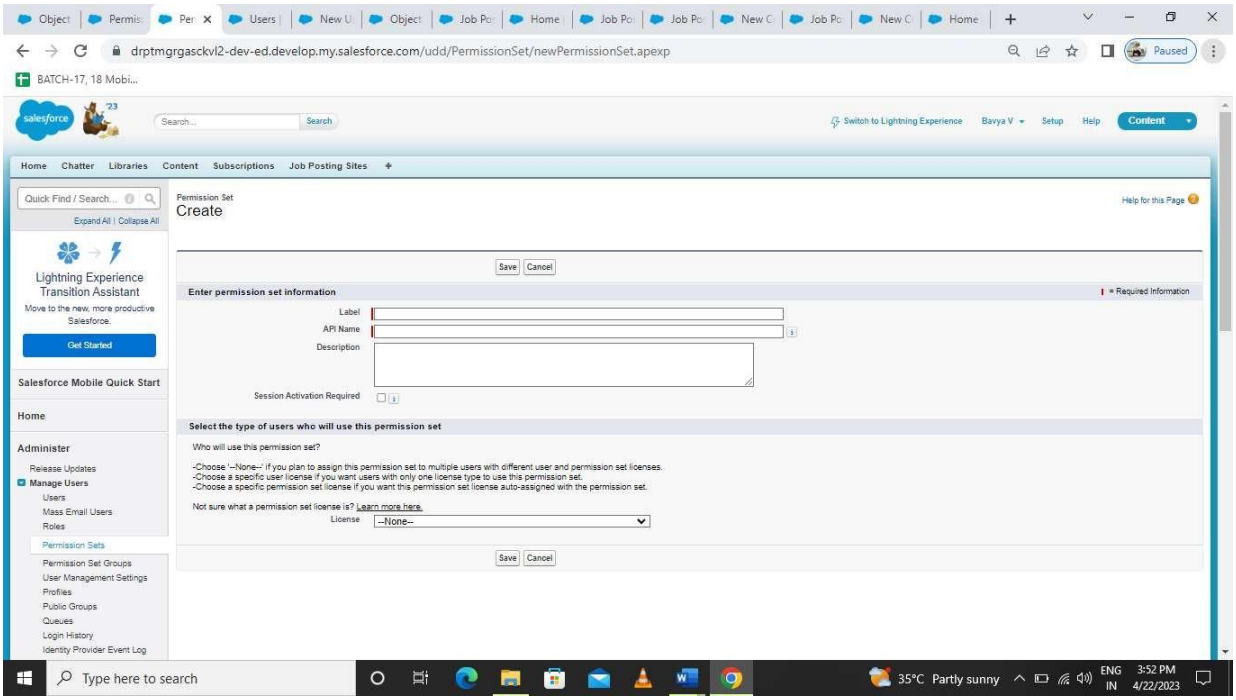
- A validation rule is a process which checks out validate the inputsgiven by any user is correct or not according to your





requirement.


drptmgrgasckvl2-dev-ed.develop.my.salesforce.com/0PS?appLayout=setup&noS1Redirect=true
Permission Sets
On this page you can create, view, and manage permission sets.
In addition, you can use the SalesforceA mobile app to assign permission sets to a user. Download SalesforceA from the App Store or Google Play: iOS | Android
All Permission Sets
Edit | Delete | Create New View
New
Action
Permission Set Label
Description
License
Clone
Buyer
Allows access to the store. Lets users see products and categories, make pur...
B2B Buyer Permission Set One Seat
Clone
Buyer Manager
Includes all Buyer capabilities, and allows access to manage carts and orders ...
B2B Buyer Manager Permission Set One Seat
Clone
CRM User
Denotes that the user is a Sales Cloud or Service Cloud user.
CRM User
Clone
Commerce Admin
Allow access to commerce admin features.
Commerce Admin Permission Set License Seat
Clone
Contact Center Admin
Manage Service Cloud Voice contact centers that use Amazon Connect as a t...
Service Cloud Voice User
Clone
Contact Center Agent
Access agent features in Service Cloud Voice contact centers that use Amazo...
Service Cloud Voice User
Clone
Contact Center Supervisor
Access supervisor features in Service Cloud Voice contact centers that use A...
Service Cloud Voice User
Del | Clone
Experience Profile Manager
Salesforce
Clone
Facility Manager
Lets users create, read, edit, and delete locations, sublocations, queued partie...
Facility Manager
Clone
FieldServiceMobileStandardPermSet
Give your mobile workforce access to the Field Service mobile app. Set them ...
Field Service Mobile
Clone
Merchandiser
Allow access to commerce merchandising features.
Commerce Merchandiser User Permission Set License Seat
Clone
Order Management Agent
Read Access to all entities enabled by Order Management
Lightning Order Management User
Clone
Order Management Operations Manager
Access to all features enabled by Order Management
Lightning Order Management User
Clone
Order Management Shopper
Limited access to Order Management features for Self Service
Lightning Order Management User
Clone
Order Management Store Associate
Access to limited features enabled by Order Management
Lightning Order Management User
Clone
Queue Manager
Lets users create, read, edit, and delete queued parties as well as read and u...
Queue Manager
Clone
Sales Cloud User
Denotes that the user is a Sales Cloud user.
Sales User
1-25 of 26
0 Selected
Previous Next
Page 1 of 2
Lightning Experience Transition Assistant
Get Started
Salesforce Mobile Quick Start
Home
Administer
Release Updates
Manage Users
Users
Mass Email Users
Roles
Permission Sets
Permission Set Groups
User Management Settings
Profiles
Public Groups
Queues
Login History
Identity Provider Event Log
Type here to search
35°C Partly sunny
ENG IN
3:48 PM
4/22/2023


drptmgrgasckvl2-dev-ed.develop.my.salesforce.com/udd/PermissionSet/newPermissionSet.apexp
Permission Set
Create
Save
Cancel
Enter permission set information
= Required Information
Label
API Name
Description
Session Activation Required
Select the type of users who will use this permission set
Who will use this permission set?
-Choose '--None--' if you plan to assign this permission set to multiple users with different user and permission set licenses.
-Choose a specific user license if you want users with only one license type to use this permission set.
-Choose a specific permission set license if you want this permission set license auto-assigned with the permission set.
Not sure what a permission set license is? Learn more here.
License
--None--
Lightning Experience Transition Assistant
Get Started
Salesforce Mobile Quick Start
Home
Administer
Release Updates
Manage Users
Users
Mass Email Users
Roles
Permission Sets
Permission Set Groups
User Management Settings
Profiles
Public Groups
Queues
Login History
Identity Provider Event Log
Type here to search
35°C Partly sunny
ENG IN
3:52 PM
4/22/2023

➢ Trailhead Profile Public URL

Team Lead – V. Bavya - https://trailblazer.me/id/bavya

Team Member 1- N. Vaishnavi -

https://trailblazer.me/id/vaisn8

Team Member 2- K. Rasiga-

https://trailblazer.me/id/rasik46

Team member 3- S. Sivaguru -

Team Member 4- R. -

Keerthanahttps://trailblazer.me/id/keerr39

➢ ADVANTAGES & DISADVANTAGE

Advantages:

Human resource planning
Hiring workforce
Retaining employees
Enhance organization
Effectiveness
Handles disputes and queries
Motivating employees relations

Disadvantages:

Costly setup

Recent origin

Unpredictability

Improper development

Programmes

Insufficient

1. APPLICATION

Implementation

Administration

Execution

Prosecution

Enactment

2. CONCLUSION

- I have felt that the project based on experimental learning program.

3. FUTURE SCOPE

- 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. 78% of recruiters using an ATS report thatit has improved the quality of the candidates they hire.

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