



# iJob System

Welcome to iJob System help

## Login Screen

The first page when the application opens is the login screen below.



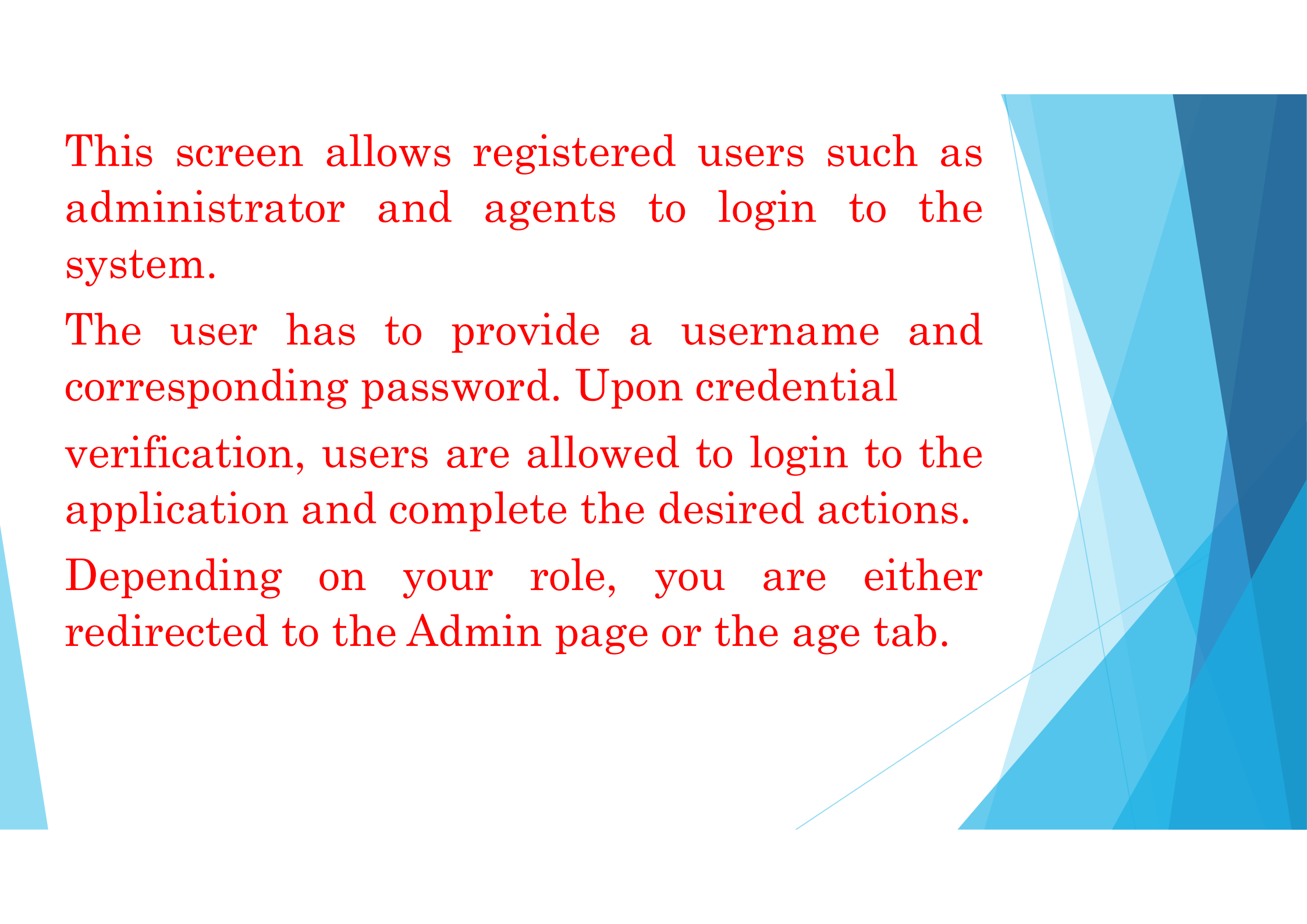
Enter Your  
Username and  
Password

Log In

This screen allows registered users such as administrator and agents to login to the system.

The user has to provide a username and corresponding password. Upon credential verification, users are allowed to login to the application and complete the desired actions.

Depending on your role, you are either redirected to the Admin page or the age tab.



## Home Screen

Below is the home screen of an agent when they log in.

**Main Menu**

- Dashboard
- Clients
- Labourers
- Mail Box
- About Us
- Go To Admin
- Sign Out

**iJob Employment System**

Sort Jobs By

**To sort jobs by category**

**List of available jobs**

| Job # | Date       | Time     | Category     | Job Specifications               | Location                 | Transport Provided                  | Cost   |
|-------|------------|----------|--------------|----------------------------------|--------------------------|-------------------------------------|--------|
| 14    | 12/29/2019 | 13:04:05 | Painting     | Side wall                        | 96 Ander, Cragstown      | <input checked="" type="checkbox"/> | 274.00 |
| 15    | 8/13/2018  | 12:02:00 | Gardening    | Ground Leveling                  | 55 Edge, Vincent         | <input type="checkbox"/>            | 547.00 |
| 17    | 3/29/2019  | 13:04:05 | Plumbing     | Clog                             | 933-4826 Ut Road         | <input type="checkbox"/>            | 619.00 |
| 21    | 4/28/2018  | 13:04:05 | Plumbing     | Pipe is blocked                  | 6070 Enim, Street        | <input type="checkbox"/>            | 113.00 |
| 23    | 10/23/2018 | 13:04:05 | Cleaning     | Windows                          | 7875 Enim Av.            | <input type="checkbox"/>            | 246.00 |
| 24    | 7/7/2018   | 12:02:00 | Cleaning     | Car washing                      | 21 House, C omplex 2d    | <input checked="" type="checkbox"/> | 432.00 |
| 25    | 6/25/2018  | 12:02:00 | Painting     | Garage door Painting             | P.O. Box 923, 1120 Es... | <input checked="" type="checkbox"/> | 505.00 |
| 28    | 1/5/2019   | 13:04:05 | Cleaning     | House cleaning                   | P.O. Box 225, 2265 Ut... | <input type="checkbox"/>            | 219.00 |
| 31    | 12/3/1956  | 12:01:01 | Welding      | Sample Job Specification Details | 6820 Taciti Road         | <input type="checkbox"/>            | 55.00  |
| 32    | 8/29/2005  | 12:01:01 | Welding      | Sample Job Specification Details | 428-1795 Lorem, Av.      | <input checked="" type="checkbox"/> | 237.00 |
| 33    | 6/20/1884  | 12:01:01 | Laundry      | Sample Job Specification Details | 1020 Ut Road             | <input type="checkbox"/>            | 131.00 |
| 34    | 6/6/2002   | 04:01:00 | Gardening    | Sample Job Specification Details | P.O. Box 883, 493 No...  | <input checked="" type="checkbox"/> | 284.00 |
| 35    | 10/16/1900 | 04:01:00 | Painting     | Sample Job Specification Details | 8804 Metus, Avenue       | <input checked="" type="checkbox"/> | 101.00 |
| 36    | 11/16/1883 | 04:01:00 | Laundry      | Sample Job Specification Details | P.O. Box 557, 3802 Ut... | <input checked="" type="checkbox"/> |        |
| 37    | 6/7/1902   | 04:01:00 | Construction | Sample Job Specification Details | Ap #791-6294 A, Rd.      | <input type="checkbox"/>            |        |
| 38    | 1/7/1902   | 12:01:01 | Gardening    | Sample Job Specification Details | 2467 Mollis Street       | <input checked="" type="checkbox"/> |        |
| 40    | 12/24/1913 | 04:01:00 | Gardening    | Sample Job Specification Details | 845-2994 In Av.          | <input checked="" type="checkbox"/> | 215.00 |
| 41    | 7/24/1966  | 04:01:00 | Laundry      | Sample Job Specification Details | 867-8819 Nullam Ave...   | <input checked="" type="checkbox"/> | 63.00  |
| 42    | 1/16/1920  | 12:01:01 | Construction | Sample Job Specification Details | 8860 Sociis Street       | <input type="checkbox"/>            | 71.00  |
| 43    | 11/21/1993 | 04:01:00 | Painting     | Sample Job Specification Details | P.O. Box 759, 5150 M...  | <input type="checkbox"/>            | 78.00  |
| 44    | 10/26/1960 | 12:01:01 | Carpentry    | Sample Job Specification Details | 6894 Varius Av.          | <input type="checkbox"/>            | 92.00  |

**Click here to assign a job**

**Click here to delete a job**

Available Jobs: 53

**Number of available jobs**

Delete Job

Assign Job

This is the Agent homepage of the application. This page is displayed after logging in is successful.

This page allows users to view job requests for the day: assigned, unassigned. On this page users can assign a job and update the jobs. The panel to the left also includes mailbox and report management.


## Registering a Labourer

Before a job can be assigned to a Labourer, they have to be registered first. To register a Labourer profile follow the following steps.



# Manage Laborers' Tab

1.First click on the “Laborers Tab” from the panel, after that you will be presented with the following screen



First Name

Donald

Last Name

Smith

DOB

6/15/1911 12:00:00 AM

Nationality

South Africa

Language

Xhosa

Gender

☐ Male ☐ Female ☐ Other

Contact

0215995566

Address

23 Beverly ills, HollyWood, L.A, Syncfusion.Windows.Forms.Tools.

Additional Information

No Additional inofrmation

Manage Labourers

| Labourer_ID    | Name      | Surname   | DOB        | Nationality   | Language | Gender | Contact    | Address           | Skills    |
|----------------|-----------|-----------|------------|---------------|----------|--------|------------|-------------------|-----------|
| 11061556522... | Donald    | Smith     | 6/15/1911  | South Africa  | Xhosa    | Male   | 0215995566 | 23 Beverly ill... | Painter   |
| 12234567898... | Steward   | Dnonavard | 5/16/2019  | South Africa  | Xhosa    | Male   | 0876543234 | 12 Jameson R...   | No Skills |
| 12325125645... | Arnold    | Jackobs   | 4/3/1996   | South African | Zulu     | Male   | 0653215548 | 23 Sander roa...  | Gardner   |
| 12325621232... | Donald    | Smith     | 4/5/2015   | Ghanian       | Tobu     | Male   | 0653125548 | 11 Hillview, Q... | Painter   |
| 13256523215... | Jnathan   | Mudiwa    | 11/2/1994  | South African | Xhosa    | Female | 0758954452 | 13 Edge Road...   | Gardner   |
| 15661616165... | Emily     | Green     | 12/26/1988 | South Africa  | English  | Male   | 2561651611 | 11 Crazy road     | Skill     |
| 18080834506... | Alfonso   | Barrett   | 3/16/1975  | South African | Venda    | Female | 859929027  | 508-5118 Arc...   | Gardner   |
| 20733846185... | Dalton    | Rice      | 12/7/1994  | South African | Venda    | Male   | 737872580  | 113-1689 Euis...  | Cleaner   |
| 23123313213... | Thadno    | Emily     | 12/28/2008 | South Africa  | English  | Male   | 0987678977 | 11 esde, Mdan...  | No SKills |
| 23456787654... | Edward    | Jenkins   | 5/14/2019  | South Africa  | Xhosa    | Male   | 2345676543 | 11 j Road, Pre... | No        |
| 34284676694... | Keane     | Tran      | 6/28/1992  | South African | Xhosa    | Female | 834539697  | P.O. Box 432, ... | Gardner   |
| 38328434858... | Erica     | Bryan     | 10/19/1989 | South African | Xhosa    | Male   | 765775023  | P.O. Box 828, ... | Gardner   |
| 52152002064... | Quentin   | Elliott   | 9/27/1990  | South African | Zulu     | Male   | 793176837  | P.O. Box 335, ... | Painter   |
| 59093883385... | Azalia    | Wise      | 2/17/1978  | South African | Zulu     | Male   | 961475463  | 637-6941 Port...  | Painter   |
| 61345860651... | Bryar     | Pacheco   | 11/15/1986 | South African | Zulu     | Female | 958908153  | Ap #885-2745...   | Gardner   |
| 67298747185... | Sigourney | Puckett   | 9/20/1966  | South African | Zulu     | Male   | 621503818  | 5995 Tempus ...   | Cleaner   |
| 68956583862... | Kieran    | Jarvis    | 2/5/1969   | South African | Shona    | Male   | 729897517  | P.O. Box 665, ... | Gardner   |
| 74325821714... | Ava       | Browning  | 1/8/1979   | South African | Shona    | Female | 640242213  | Ap #867-3260...   | Cleaner   |
| 79842058031... | Cleo      | Bauer     | 1/21/1967  | South African | Shona    | Male   | 733967233  | 3538 Ante Ave     | Painter   |
| 88286874401... | Ray       | Mcmillan  | 7/21/1978  | South African | Venda    | Female | 654681865  | 315-4168 Sed ...  | Cleaner   |
| 89893907308... | Zeph      | Diaz      | 8/15/1996  | South African | Venda    | Female | 877963820  | P.O. Box 389, ... | Cleaner   |
| 90530773955... | Rooney    | Sweeney   | 11/8/1994  | South African | Shona    | Female | 952704603  | 895-6789 Fer...   | Cleaner   |

Delete

Edit

New

These are controls used to Delete, Edit and Add a new Labourer

This form allows for the registration of new Labourer. Includes capturing of their personal information and photograph for easy identification for both agents and clients. The Register button completes Labourer registration and captures the newly entered details on the database. The clear button removes information currently being entered on the form.

To add the Labourer, click the “New Button”, and the registration form will pop up as shown below

# Add new Labourer

Manage Labourers

Register Labourer

First Name  
Donald

Last Name  
Smith

DOB  
6/15/1911 12:00:00 AM

Nationality  
South Africa

Language  
Xhosa

Gender  
☐ Male ☐ Female ☐ Other

Contact  
0215995566

Address  
23 Beverlyly ills, HollyWood, LA, Synchronisation Windows.Forms.Tools.

Additional Information  
No Additional information

Labourer\_ID

| Labourer_ID | First Name | Last Name | DOB                   | Gender | Language | Contact    | Address  | Skills    |
|-------------|------------|-----------|-----------------------|--------|----------|------------|--|-----------|
| 11061556522 | Donald     | Smith     | 6/15/1911 12:00:00 AM | Male   | Xhosa    | 0215995566 | 23 Beverlyly ills, HollyWood, LA, Synchronisation Windows.Forms.Tools. | No Skills |
| 12234567898 |            |           |                       |        |          |            |  |           |
| 12325125645 |            |           |                       |        |          |            |  |           |
| 12325621232 |            |           |                       |        |          |            |  |           |
| 13256523215 |            |           |                       |        |          |            |  |           |
| 15661616165 |            |           |                       |        |          |            |  |           |
| 18080834506 |            |           |                       |        |          |            |  |           |
| 20733846185 |            |           |                       |        |          |            |  |           |
| 23123313213 |            |           |                       |        |          |            |  |           |
| 23456787654 |            |           |                       |        |          |            |  |           |
| 34284676694 |            |           |                       |        |          |            |  |           |
| 38328434858 |            |           |                       |        |          |            |  |           |
| 52152002064 |            |           |                       |        |          |            |  |           |
| 59093883385 |            |           |                       |        |          |            |  |           |
| 61345860651 |            |           |                       |        |          |            |  |           |
| 67298747185 |            |           |                       |        |          |            |  |           |
| 68956583862 |            |           |                       |        |          |            |  |           |
| 74325821714 |            |           |                       |        |          |            |  |           |
| 79842058031 |            |           |                       |        |          |            |  |           |
| 88286874401 |            |           |                       |        |          |            |  |           |
| 89893907308 |            |           |                       |        |          |            |  |           |
| 90530773955 |            |           |                       |        |          |            |  |           |

Register Labourer

First Name  
Last Name

DOB  
Friday, May 17, 2019

☐ Non-South African

ID

Gender  
☐ Male ☐ Female ☐ Other

Language

Cell Phone Number

Street Address  
City  
Province  
Postal Code

Skills

Additional Information

Clear Register

Click "Register" after filling in all the fields to register a Labourer

This button clears all the input entries

This form allows you to record the Labourer information and save it to the database. After clicking "Register" button, the profile will be saved. Close the form if you do not wish to add another Labourer



## Assign a job

After a Labourer has been registered, they can now be assigned to job. To assign a job follow the steps below.

Firstly select a job from the list of job requests as shown below

1. Select a job from the list

iJob Employment System

Dashboard

Sort Jobs By

| Job # | Date       | Time     | Category     | Job Specifications               | Location                 | Transport Provided                  | Cost   |
|-------|------------|----------|--------------|----------------------------------|--------------------------|-------------------------------------|--------|
| 14    | 12/29/2019 | 13:04:05 | Painting     | Side wall                        | 96 Ander, Crag...        | <input checked="" type="checkbox"/> | 274.00 |
| 15    | 8/13/2018  | 12:02:00 | Gardening    | Ground Leveling                  | 55 Edge .Vincent         | <input type="checkbox"/>            | 547.00 |
| 17    | 3/29/2019  | 13:04:05 | Plumbing     | Clog                             | 933-4826 Ut Road         | <input type="checkbox"/>            | 619.00 |
| 21    | 4/28/2018  | 13:04:05 | Plumbing     | Pipe is blocked                  | 6070 Enim, Street        | <input type="checkbox"/>            | 113.00 |
| 23    | 10/23/2018 | 13:04:05 | Cleaning     | Windows                          | 7875 Enim Av.            | <input type="checkbox"/>            | 246.00 |
| 24    | 7/7/2018   | 12:02:00 | Cleaning     | Car washing                      | 21 House,Complex 2d      | <input checked="" type="checkbox"/> | 432.00 |
| 25    | 6/25/2018  | 12:02:00 | Painting     | Garage door Painting             | P.O. Box 923, 1120 Es... | <input checked="" type="checkbox"/> | 505.00 |
| 28    | 1/5/2019   | 13:04:05 | Cleaning     | House cleaning                   | P.O. Box 225, 2265 Ut... | <input type="checkbox"/>            | 219.00 |
| 31    | 12/3/1956  | 12:01:01 | Welding      | Sample Job Specification Details | 6820 Taciti Road         | <input type="checkbox"/>            | 55.00  |
| 32    | 8/29/2005  | 12:01:01 | Welding      | Sample Job Specification Details | 428-1795 Lorem. Av.      | <input checked="" type="checkbox"/> | 237.00 |
| 33    | 6/20/1884  | 12:01:01 | Laundry      | Sample Job Specification Details | 1020 Ut Road             | <input type="checkbox"/>            | 131.00 |
| 34    | 6/6/2002   | 04:01:00 | Gardening    | Sample Job Specification Details | P.O. Box 883, 493 No...  | <input checked="" type="checkbox"/> | 284.00 |
| 35    | 10/16/1900 | 04:01:00 | Painting     | Sample Job Specification Details | 8804 Metus. Avenue       | <input checked="" type="checkbox"/> | 101.00 |
| 36    | 11/16/1883 | 04:01:00 | Laundry      | Sample Job Specification Details | P.O. Box 557, 3802 Ut... | <input checked="" type="checkbox"/> | 105.00 |
| 37    | 6/7/1902   | 04:01:00 | Construction | Sample Job Specification Details | Ap #791-6294 A. Rd.      | <input type="checkbox"/>            | 260.00 |
| 38    | 1/7/1902   | 12:01:01 | Gardening    | Sample Job Specification Details | 2467 Mollis Street       | <input checked="" type="checkbox"/> | 171.00 |
| 40    | 12/24/1913 | 04:01:00 | Gardening    | Sample Job Specification Details | 845-2994 In Av.          | <input checked="" type="checkbox"/> | 215.00 |
| 41    | 7/24/1966  | 04:01:00 | Laundry      | Sample Job Specification Details | 867-8819 Nullam Ave...   | <input checked="" type="checkbox"/> | 63.00  |
| 42    | 1/16/1920  | 12:01:01 | Construction | Sample Job Specification Details | 8860 Sociis Street       | <input type="checkbox"/>            | 71.00  |
| 43    | 11/21/1993 | 04:01:00 | Painting     | Sample Job Specification Details | P.O. Box 759, 5150 M...  | <input type="checkbox"/>            | 78.00  |
| 44    | 10/26/1960 | 12:01:01 | Carpentry    | Sample Job Specification Details | 6894 Varius Av.          | <input type="checkbox"/>            | 92.00  |

Available Jobs: 53

Delete Job Assign Job

2. Click Assign job

The following job assigning page will then show, this is illustrated below:

frmAssignJob

Assign Job  
Number 34

Select Labourer

First Name Last Name

| Name    | Surname   |
|---------|-----------|
| Donald  | Smith     |
| Steward | Dnonavard |
| Arnold  | Jackobs   |
| Donald  | Smith     |
| Jnathan | Mudiwa    |
| Emily   | Green     |

Driver Vincent

Cancel Assign

Fields used for searching to quickly find the Labourer

After selecting the Labourer, Click the "Assign" button to complete the job assignment

This is where the assigning of a job is done. After selecting the desired Labourer and the driver, the Assign button will confirm the job assignment.

## Manage e-mails

To access the email, press the “Mail Box” menu item and you will be directed to the email panel. In this panel you can edit, sent new mail and respond to client emails.

