

# Module 3 – Recruiter Portal

## Overview

The Recruiter Portal is built to simplify hiring processes by offering tools for posting jobs, managing applicants, and communicating with potential candidates. It integrates AI components to match job descriptions with top candidates.

## Features

- Job Posting & Management – Add, edit, or close job opportunities.
- Candidate Search & Filtering – Locate best profiles based on skills, experience, or keywords.
- AI Ranking – System highlights top-matching resumes.
- Messaging System – Directly communicate with shortlisted candidates.
- Hiring Pipeline – Track candidates across application stages.

## AI■Enhanced Matching

The system analyses recruiter job descriptions using NLP and compares extracted keywords with resume data extracted from job seekers. A ranking score is generated based on relevance, skill matches, and experience alignment.

## Recruiter Workflow

1. Recruiter logs in → Posts job.
2. System analyzes job description → Matches with candidate database.
3. Recruiter views ranked candidates → Shortlists.
4. Initiates communication → Proceeds with hiring stages.