

1 INTRODUCTION

1.1 Overview

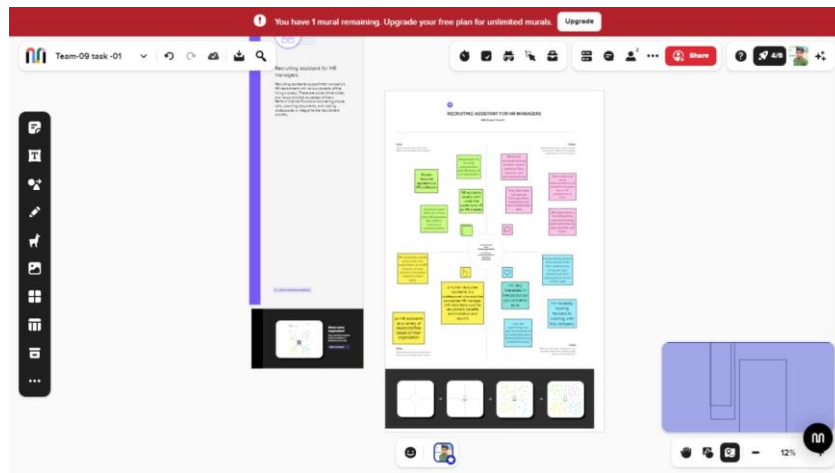
This HR assistant job description template includes important duties and recruitment for this role and will help you attract the most qualified candidates.

1.2 Purpose

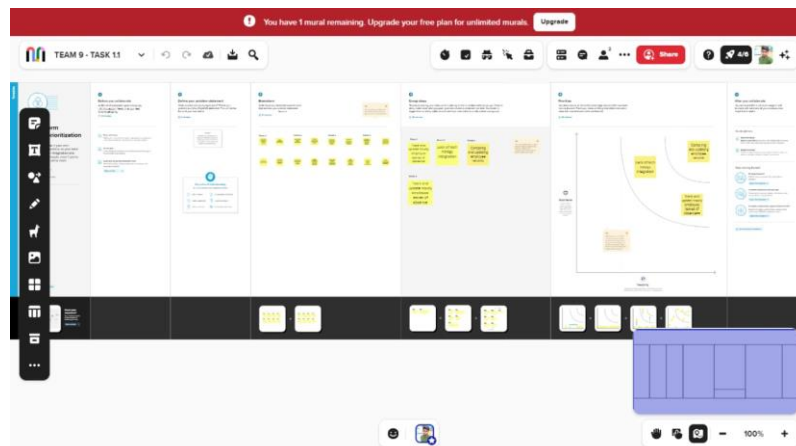
The human resource manager will lead and direct the routine functions of the human resources (HR) department including hiring and interviewing staff, administering pay, benefits, and leave, and enforcing company policies and practices

2 Problem Definition & Design Thinking

2.1 Empathy Map



2.2 Ideation & Brainstorming Map



Project Report Template

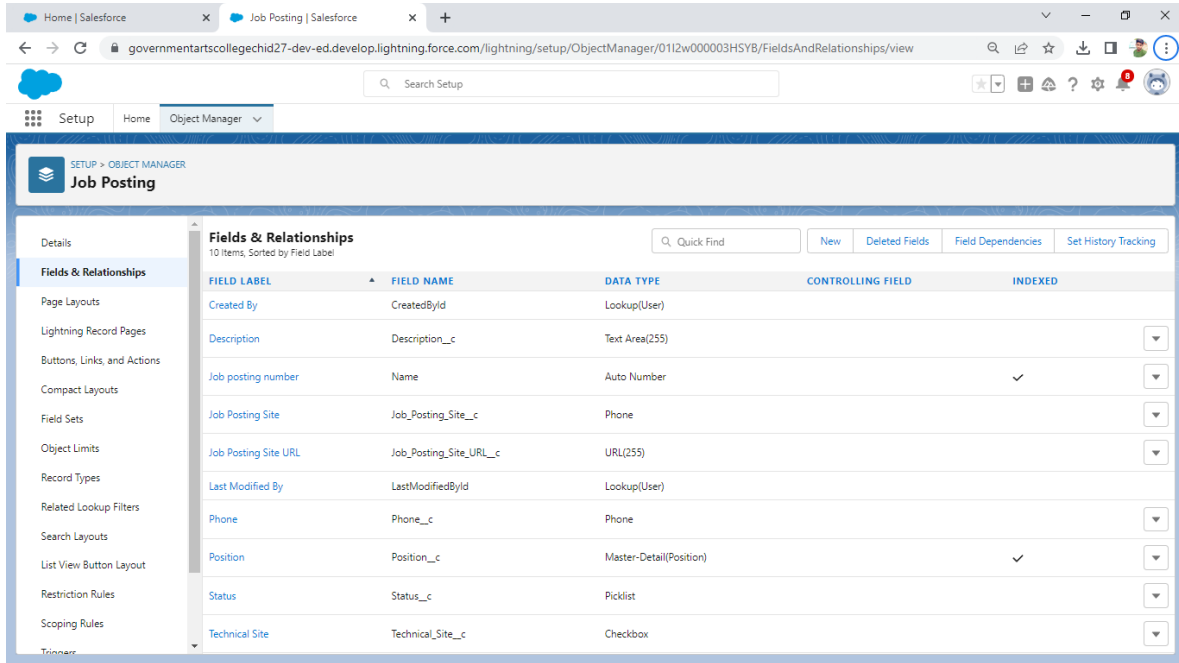
3 RESULT

3.1 Data Model:

Object Name	Field in the object	
Job Posting	Field label	Data type
	Job Posting Number	Auto Number
	Job Posting Site	Phone
	Job Posting URL	URL
	Position	Master Detail
	Status	Picklist
	Technical Site	Checkbox
Review	Field label	Data type
	Review	Auto number

3.2 Activity & Screenshot

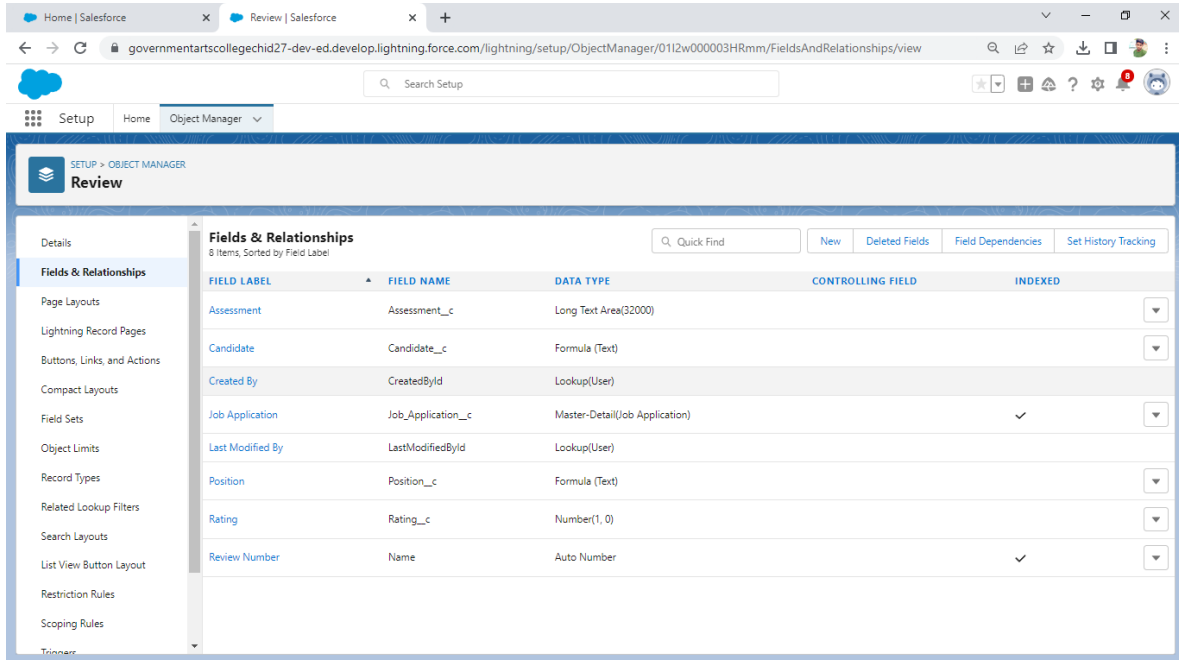
Job Posting



The screenshot shows the Salesforce Setup page for the 'Job Posting' object. The 'Fields & Relationships' section is active, displaying a list of 10 fields. The left sidebar contains a navigation menu with options like Details, Fields & Relationships, Page Layouts, and others. The top navigation bar shows 'Setup' and 'Object Manager'.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedById	Lookup(User)		
Description	Description__c	Text Area(255)		
Job posting number	Name	Auto Number		✓
Job Posting Site	Job_Posting_Site__c	Phone		
Job Posting Site URL	Job_Posting_Site_URL__c	URL(255)		
Last Modified By	LastModifiedById	Lookup(User)		
Phone	Phone__c	Phone		
Position	Position__c	Master-Detail(Position)		✓
Status	Status__c	Picklist		
Technical Site	Technical_Site__c	Checkbox		

Review



The screenshot shows the Salesforce Setup page for the 'Review' object. The 'Fields & Relationships' section is active, displaying a list of 8 fields. The left sidebar contains a navigation menu with options like Details, Fields & Relationships, Page Layouts, and others. The top navigation bar shows 'Setup' and 'Object Manager'.

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Assessment	Assessment__c	Long Text Area(32000)		
Candidate	Candidate__c	Formula (Text)		
Created By	CreatedById	Lookup(User)		
Job Application	Job_Application__c	Master-Detail(Job Application)		✓
Last Modified By	LastModifiedById	Lookup(User)		
Position	Position__c	Formula (Text)		
Rating	Rating__c	Number(1, 0)		
Review Number	Name	Auto Number		✓

4 Trailhead Profile Public URL

Team Lead-

<https://trailblazer.me/id/manid111>

Team Member 1-

<https://trailblazer.me/id/ssharmila30>

Team Member 2-

<https://trailblazer.me/id/pparthiban7>

Team Member 3-

<https://trailblazer.me/id/tdhandapani1>

5 ADVANTAGES & DISADVANTAGE

ADVANTAGES

- Faster hiring. Using a recruitment agency will shorten the time needed to fill your open job position.
- Higher quality candidates.
- Specialist knowledge.

DISADVANTAGES

- Higher Cost.
- No cultural fit.
- Lack of employer branding.

6 APPLICATIONS

Enables companies to store employee information, manage common HR functions, and execute critical HR activities such as processing payroll and administering benefits.

7 CONCLUSION

Include all necessary skills, and include a list of desired skills that are not necessary but that would enhance the candidate's chances.

8 FUTURE SCOPE

Developing and administering the human resources plans and procedures related to company requirements.