29/12/2022 - CHANGES IN PRO HIRE

1. Allocation list – **IN ADD NEW POSITION** change the topic ~~Request for hire~~ as Position for Hire.
2. Change the topic ~~Request for Hire~~ as Hiring type.
3. Change ~~Billing status~~ as billing type.
4. Change ~~Request raised by~~ as Key Account manager (KAM).
5. Remove headers like Mobile number, Email address, Qualification.
6. Change ~~Location~~ as Work Mode, below that checklist ~~Work from site~~ need to be changed as Work from office.
7. Change ~~Please mention location/onsite location preferred~~ as Location.
8. Change ~~JD/Roles & Responsibilities~~ as Job description.
9. Change ~~Essential skill sets~~ as Mandatory skills.
10. Change ~~Experience From (in yrs) and Experience to (in yrs)~~ as Experience From, To.
11. Change ~~maximum CTC per annum~~ as CTC (annual).
12. Change ~~any other specific consideration (add CVS share to)~~ as client confirmation (email). In Tab upload document option need to be there.
13. Add interview mode tab with options as Virtual, Walk – in.

ALLOCATION LIST:

1. Add allocation tab present in top most left has to be replaced by Add new position.
2. Before the records of the allocation list there has to be an advanced filter option on the left moving the copy, excel, CSV, PDF, Print, and Colvis towards the right corner.
3. The search option has to present at the left side of the page under the filter option.
4. Remove last allocated form number and the status tab.
5. The tabs has to be re arrange in order of Yet to allocate, Allocated list, offered released, Hired, invoiced, Won and All positions.
6. Change ~~Yet to allocate list~~ as Yet to allocate, ~~candidate on boarded~~ as hired, ~~won position~~ as won, ~~All position~~ as all positions, ~~position invoiced~~ as invoiced.
7. Remove Position on hold.
8. Change headers - ~~no. of position~~ as no. of positions, ~~Position ageing~~ as ageing (days), ~~interviewer~~ as CTC interviewer.
9. Remove header – closed date.
10. Allocation list – **IN ADVANCED FILTER** change should be as ~~from date and to date~~ should be combined as single tab, ~~Request raised by (name)~~ as KAM raised by (name).

11. Insert Add billable filter tab.
12. Remove Location Tab.
13. Rearrange the tabs in advanced filter option in order as date combined, KAM raised by (name), position status, client name, position title, add billable filter, recruiter and action.

30/12/2022 - CHANGES IN PRO HIRE

1. Allocate list – In **Allocated list** option add KAM tab.
2. In colvis remove Mobile number, email address, Qualification.
3. Change ~~position ageing~~ as ageing (days), ~~Location~~ as Work mode.
4. Move open date header next to S.NO.
5. Change ~~Offer released~~ option as Offerings.
6. In **Offerings** option Change ~~Follow up history~~ as candidate follow up, ~~Position follow up history~~ as Status follow up.
7. Remove header – Salary review.
8. Hide header it should be only in colvis – Joining type, remark, and position status.
9. Add Status and Recruiter headers.
10. Change the order of headers as S.NO, HEPL recruitment ref no, candidate name, client name, position title, closed salary, status, closed date, date of joining.
11. When clicking candidate follow up it should display a tab in that change ~~follow up~~ as candidate and remove salary review.
12. In **Hired** option change ~~position follow up history~~ as status follow up, follow up as candidate follow up.
13. Hide – Candidate source, email, and mobile it should be only in colvis.
14. Move Status header next to gender header.
15. In front of S.NO there should be a radio button in that change ~~business~~ as client, ~~Request raised by (name)~~ as KAM, ~~Location~~ as Work mode.
16. Remove (Per month) in maximum CTC.
17. In **Won** option change ~~location~~ as work mode.
18. Move open date next to S.NO.
19. Add follow up header.
20. In Invoiced change ~~location~~ as work mode.
21. Move open date next to S.NO.
22. Add follow up header.
23. Remove position ageing format.

Allocate list – ADD NEW POSITION TAB.

1. Change ~~Request raised by~~ as raised by, ~~Billing~~ as billing type.
2. Change all radio buttons as select box.
3. Remove Client confirmation tab, Client confirmation should be with Upload document tab.

02/01/2023 – CHANGES IN PRO HIRE

1. In Candidate database menu change filters as like as in allocation list menu.
2. In candidate database menu – Active Candidate header should be re arranged as Created on, HEPL recruitment ref no, Candidate name, Client name, Position, Position status, CV, Follow up, KAM, Recruiter, RFH, and Action.
3. In Allocation report menu change filters as like as in allocation list menu.
4. In allocation report menu, add KAM header.
5. Hide closed date, Location.
6. Add follow up tab in Assigned status header.
7. Move Open date header next to S.NO.
8. Add Active Allocation/dropped tab.

03/01/2023 – PRO HIRE CHANGES

1. In Dashboard – CV score card Hide headers Position ageing, Profile rejected by hiring manager, Profile rejected as duplicate, profile rejected as irrelevant.
2. Unhide Position header from Colvis.
3. In **allocation report** remove Current status header.
4. Remove position status filter from **yet to allocate** option and add Billable and Non Billable filter. And sort it by Open date.
5. Remove position status filter from **Allocated list** option and add Billable and Non Billable filter. And sort it by Open date
6. In **allocation list** – Hired, add Hired date tab.
7. In **Offerings** Add open Date header and Move this header next to S.NO.
8. In **Offerings** Fix close date and Sort by closed date, Status should be change automatically.
9. In **Invoiced** – Add invoiced date and Sort the date by invoiced date and remove Ageing and work mode column. In filter remove position status, Add Billable and Non billable filter.
10. In **Won** – Add Won date and Sort the date by Won date.
11. In **Won** – Remove Ageing and work mode column, remove position status from filter and add Billable and Non billable filter.

04/01/2023 – CHANGES IN PRO HIRE

1. In Allocation list – Change Offerings option as Offered date.
2. In Allocation list – Advanced filter should be sorted in one line.
3. In Allocation list – Won option add closed date header.
4. In Dashboard – remove open-Reopen position, won position, Score card option.
5. In Dashboard – Change recruiter hourly score card option as hourly score card.
6. In hourly score card CV counts should shown in Position working header.
7. In hourly score Card and Recruiter KPI filter options add Client name, Position title, Billable and non billable filter.
8. In hourly score Card and Recruiter KPI filter options change Select KAM as KAM, Select Recruiter as Recruiter and from date as date.
9. In client score card add Billable and Non Billable in filter option and change Select recruiter as recruiter.
10. In CV score card Add billable and non billable filter field.
11. Change Recruiter daily report option as recruiter KPI.
12. In recruiter KPI option change selects recruiter as recruiter KPI.
13. In Allocation report Add assigned status tab.

07/01/2023 – CHANGES IN PRO HIRE

1. Candidate database menu – Add last modified date header in Active candidate, Rejected candidate and position dropped options.
2. Candidate database menu – In Rejected candidate option position status need to display rejected in level wise.
3. Allocation report – Add last modified date header.
4. In recruiter login do not display dropped position.
5. Dashboard - In CV score card add RFH Recruitment no header and hide it in colvis.
6. Dashboard - In CV score card remove interviewed rejected by hiring manager, profile rejected by hiring manager, submitted rejected by hiring manager.
7. In dashboard add Business KPI tab.

11/01/2023 – CHANGES IN PRO HIRE

RECRUITER LOGIN:

1. In allocation list – change the options ~~new positions allocated for the day~~ as new allocation for the day, ~~old positions~~ as Active positions, ~~offers released~~ as Offerings and ~~candidate on boarded~~ as hired.
2. Remove options won position and on hold.
3. In All options Add header Client name.
4. In All options open date and Assigned date move next to S.NO.
5. Open date and Assigned date need to sort in descending order.
6. In Active position option Hide Current status header.
7. Add filter in all option it includes only Date, Client name and position title.
8. ~~My report~~ menu should be changed as my allocations.
9. In My allocations Remove No. of positions header.
10. In My allocations hide Current status position.
11. In My allocations Add Assigned date header and move open date & Assigned date header next to S.NO.
12. My allocation should be work a like in allocation report.
13. Remove conditional formatting in my allocations.
14. In my allocations add Active allocation (Work in progress, Won, on hold and invoiced), Lost (Dropped & lost) should be in header.
15. Filter only should be with Date, Client name and position title

ADMIN LOGIN:

1. In Candidate database – active candidate option Position status should be with edit option.

11/01/2023 – CHANGES IN PRO HIRE

LEAD LOGIN:

1. In Dashboard – Add MTD with FTD option.
2. In Client score card – Change filter ~~from date~~ as Date.
3. In Recruiter KPI – Remove Average tab.
4. In User list – Add user tab remove KAM and team option.
5. In Allocation list – Add new position tab, Add date option.