Update features of the Job Portal

1. Job Seeker Features

User Registration

User registers with name, email, address, and password.

User login with email and password. There will be a forget password setup.

❖ Profile Creation and Management

Users can create detailed profiles with their

personal data, educational qualifications, work experience, and skills.

* Resume Upload and Builder

Job seekers can upload their resumes in various formats (PDF) or use the platform's built-in resume builder tool.

❖ Job Search Engine

Advanced job search functionality with job category, experience level, salary range, location, and job type (full-time, part-time, contractual).

Job Alerts and Email Notifications

Users can subscribe to job alerts based on their preferences when matching jobs are posted.

* Application Tracking

Allows job seekers to track the status of their applications.

Save Jobs and Apply Later

Users can bookmark/save job postings for future reference and apply when ready.

One-Click Apply

Quick application process for registered users by submitting saved resumes and cover letters in one click.

Interview Scheduling and Calendar

Built-in calendar that allows users to schedule interviews with employers, receive reminders, and track appointments.

Mobile Web Access

Dedicated mobile web for job seekers to search, apply for jobs, and receive notifications on the go.

Migration and Student Visa

Content Management System (CMS)

Allows the admin to manage the content of the site, including blog posts, articles, announcements, and static pages.

2. Employer Features

Employer Registration and Profile Creation

The user registers with name, email, address, and password.

User login with email and password. There will be a forget password setup.

Job Posting and Management

Employers can post job vacancies with detailed job descriptions, requirements, salary information, and company details.

Resume Search and Filtering

Employers can search through resumes and profiles of registered job seekers using various filters like qualifications, experience, and skills.

Application Management Dashboard

Manage job postings, track applications, sort and filter candidates, and communicate with them through a dedicated dashboard.

Interview Invitations and Scheduling

Employers can invite candidates to interviews and schedule appointments directly through the platform.

Shortlisting and Communication Tools

Employers can shortlist candidates, and communicate via set up interviews directly.

3. Admin Panel Features

• User Management

Admins can monitor and manage both employer and job seeker accounts, including the ability to suspend or approve profiles.

Payment Management

Admins can track payments from employers for premium services and manage invoicing and subscription packages.

Security and Privacy Management

Implement data privacy policies, manage security settings, and ensure the platform is secure from cyber threats.

• SEO Optimization

Optimized search engines to ensure job postings and company pages rank well on Google and other search engines.

4. Monetization Options

• Freemium Model

Basic features are free for job seekers and employers, while advanced features such as premium job postings, access to the resume database, and employer branding are paid.

Subscription-Based Services

Employers can subscribe to monthly or annual packages for unlimited job postings, resume searches, and branding opportunities.

4. Migration and student Visa

Content Management System (CMS)

Allows the admin to manage the content of the site, including blog posts, articles, announcements, and static pages.