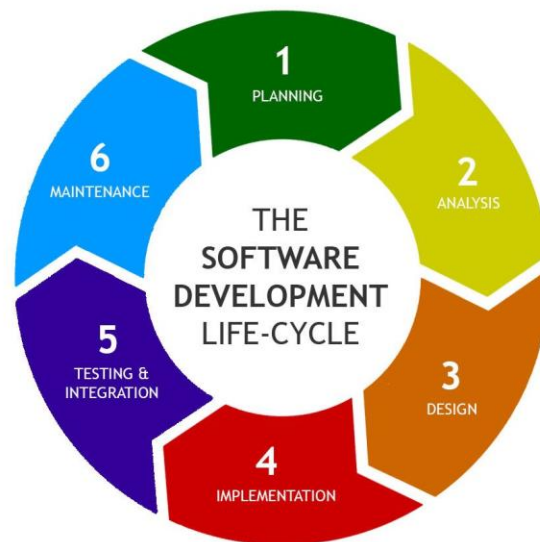


SDLC



ERP



Hiring Tracker

What is the problem or requirement?

We are facing issues in tracking the hiring requests across the organization for the projects and the responses and status of the same from the hiring team. So, we need a digital platform where the people can request their need of the resources and the hiring team can work on the same while updating the status regularly.

What is the solution?

In the existing ERP product of the organization, we can build a new module named Hiring. Because the requests of resources are to the projects/teams, only Managers will have the access to create the hiring requests. Hiring team is notified of the requests and they can start working on them while updating the status every time there is an update. So, the hiring requests will be transparent across the organization and easy to track each of their status on demand.

Technical Details

Workflow:

1. Hiring module will be a new module added to ERP to which can be navigated through the left side nav bar to the modules.
2. Users (Managers/HRs) can see a table with the list of all hiring requests (none if no requests). Provision to add a new hiring request through an Add (+) button which navigates to the form.
3. Only the managers can add a new hiring request and hence the button should be visible/enabled only to the Managers.
4. On clicking the Add (+) button, a form requesting to fill the required fields will open.
5. Once the request is submitted, a notification email triggers to the hiring team of the same with the unique request ID.
6. One of the persons from hiring team based on the request details will take it up and mention their name as the Point of Contact.
7. Managers & Hiring team personnel can update the request details based on the requirement changes and status. An edit action button is provided to do the same where the form with the prefilled values will be displayed.
8. Once the required positions are hired, the request status will be updated to Closed.

Technical Details:

The required fields of a hiring request are below.

Manager Accessible Fields:

- Project Name – Select Dropdown
- Project Manager – Prefill based on the selected project
- No. of Resources - Number
- Designation – Text Input
- Status – Select Drop Down (Defaults to Open while creating a new request)
- Minimum Experience - # Years & # Months
- Maximum Experience - # Years & # Months
- Type – New or Replacement (Select Dropdown)
- Required Skills – Text Input
- Duration - # years & # months
- Probability of conversion – From contract to permanent (0 – 100%)
- Salary Range - #Min. & #Max.

Hiring Team Accessible Fields:

- Point of Contact (POC) - Hiring person name from the hiring team
- Hiring Status – Text Input
- HR Comments – Text Input

Project Development Process

- We use GitHub for the version management of the code and for the team collaboration.
- The basic tech stack we could use for this module are:
 - **Frontend:** HTML5, CSS3, JavaScript, jQuery
 - **Backend:** NodeJS
 - **Database:** MySQL
- Team will have the development platform setup on their local machines while contributing their codes through pull requests on GitHub.
- A final deployment will be done on a cloud/shared server.
 - Frontend will be deployed on a web server
 - Backend will be deployed on the node server itself which exposes the API end points.

<input type="text" value="Search Employee Name / ID"/>			
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REQUEST ID #	ACCOUNT #	PROJECT #	OWNER #	#POSITIONS #	ONSITE/OFFSHORE #	STATUS #	HIRING STATUS #	ACTIONS
124	Account-124	Project-124	James Jackson (ABCD1234)	1	onsite	open		≡
123	Account-123	Project-123	James Jackson (ABCD1234)	4	onsite	open		≡
122	Account-122	Project-122	James Jackson (ABCD1234)	1	onsite	open		≡
120	Account-120	Project-120	James Jackson (ABCD1234)	1	offshore	open		≡
119	Account-119	Project-119	James Jackson (ABCD1234)	1	onsite	open		≡
118	Account-118	Project-118	James Jackson (ABCD1234)	1	offshore	open		≡
117	Account-117	Project-117	James Jackson (ABCD1234)	2	offshore	open		≡
116	Account-116	Project-116	James Jackson (ABCD1234)	1	onsite	open		≡

< 1 2 3 4 5 >
5 10 25

Hiring
X

REQUESTS

<p>Act AS :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Manager ▼</div> <p>Account Name :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Max. 50 characters</div> <p>Project Name :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Max. 100 characters</div> <p>#Positions :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">1 - 99</div> <p>Designation :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;"></div> <p>Priority :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">▼</div> <p>#ETA Weeks :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">0 - 53</div> <p>Offshore/Onsite :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">▼</div> <p>Status :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Open ▼</div> <p>Min. Experience :</p> <div style="display: flex; align-items: center; gap: 5px;"> <div style="border: 1px solid #ccc; padding: 2px;">0 - 99</div> <div>years</div> <div style="border: 1px solid #ccc; padding: 2px;">0 - 12</div> <div>months</div> </div> <p>Max. Experience :</p> <div style="display: flex; align-items: center; gap: 5px;"> <div style="border: 1px solid #ccc; padding: 2px;">0 - 99</div> <div>years</div> <div style="border: 1px solid #ccc; padding: 2px;">0 - 12</div> <div>months</div> </div> <p>New/Replacement :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">▼</div> <p>Skills :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Max. 200 characters</div> <p>JD Attachment :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Choose File No file chosen</div>	<p>Owner Comments :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Max. 200 characters</div> <p>Job Location :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Max. 45 characters</div> <p>Travel Required? :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">▼</div> <p>Duration :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">▼</div> <p>Probability of Conversion (%) :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">0 - 100</div> <p>HR FIELDS</p> <p>Salary (Optional for Manager) :</p> <div style="display: flex; align-items: center; gap: 5px;"> <div style="border: 1px solid #ccc; padding: 2px;">▼</div> <div style="border: 1px solid #ccc; padding: 2px;">0 - 00000</div> <div>·</div> <div style="border: 1px solid #ccc; padding: 2px;">0 - 00000</div> </div> <p>Candidate Options :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Max. 45 Characters</div> <p>Point of Contact :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;"></div> <p>Visa Type :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Max. 45 Characters</div> <p>Hiring Status :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Max. 100 Characters</div> <p>HR Comments :</p> <div style="border: 1px solid #ccc; padding: 2px; margin-bottom: 5px;">Max. 200 Characters</div>
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REQUEST ID #	ACCOUNT #	PROJECT #	OWNER #	#POSITIONS #	ONSITE/OFFSHORE #	STATUS #	HIRING STATUS #	ACTIONS
124	Account-124	Project-124	James Jackson (ABCD1234)	1	onsite	open		x
<div><div><div>Act AS</div><div><div>Manager</div></div></div><div><div>Account Name</div><div>Account-124</div></div><div><div>Project Name</div><div>Project-124</div></div><div><div>#Positions</div><div>1</div></div><div><div>Designation</div><div>Principal (BAG) Delivery > Delivery</div></div><div><div>Priority</div><div>High</div></div><div><div>#ETA Weeks</div><div>3</div></div><div><div>Offshore/Onsite</div><div>Onsite</div></div><div><div>Status</div><div>Open</div></div><div><div>Min. Experience</div><div>4 years0 months</div></div><div><div>Max. Experience</div><div>7 years0 months</div></div><div><div>New/Replacement</div><div>Replacement</div></div><div><div>Skills</div><div>SQL, Power BI, Communication, Business Analytics, Stakeh</div></div><div><div>JD Attachment</div><div><div>Choose File</div>No file chosen</div></div></div> <div><div><div>Owner Comments</div><div>Critical position</div></div><div><div>Job Location</div><div>Redmond</div></div><div><div>Travel Required?</div><div>No</div></div><div><div>Duration</div><div>Long Term</div></div><div><div>Probability of Conversion (%)</div><div>100</div></div><div><div>HR FIELDS</div></div><div><div>Salary (Optional for Manager)</div><div><div>▼</div>18<div>-</div>3734</div></div><div><div>Candidate Options</div><div>Max: 45 Characters</div></div><div><div>Point of Contact</div><div></div></div><div><div>Visa Type</div><div>Max: 45 Characters</div></div><div><div>Hiring Status</div><div>Max: 100 Characters</div></div><div><div>HR Comments</div><div>Max: 200 Characters</div></div></div> <div><div>Save</div><div>Cancel</div></div>								