

The Employee Onboarding Buddy

iTEC – Web Avansati 2023

General Overview

This web application streamlines the process of welcoming new employees to a company with three personas - Manager, Old Employee/Buddy, and New Employee. The Manager has access to all employees and positions, can create new accounts, and update onboarding plans. The Old Employee/Buddy is matched with new employees based on experience, tech stack, and soft skills, guiding them through the process. The New Employee can see their progress, connect with their Buddy, and view details. Our special feature matches Employee and Buddy criteria for a seamless onboarding experience.

Personas

Manager – Admin of the application

As a manager:

- log in into the app
- able to see all the employees
- able to edit all employees' profile
- able to create a new account for employee (quick info, email, position, how long he has been working in the company - select the start date and the app is going to show the time since the employee is in company)

Old Employee/Buddy – The person already employed who will deal with the onboarding of the new employee

As an old employee (1 year + in company):

- able to login with the credentials received via email - has to change the password after first login
- able to see my profile
- able to edit my profile details, except the start date at the company and the current position
- has to answer some questions about my work experience, tech skills and soft skills
- see a list of all new employees for which I am the buddy
- if there is a new employee added to my buddy list, he/she will be highlighted and be in the front of the list
- able to see new employee's profile
- I can select to take a break from the onboarding process whenever I want, and the app is not going to match me with any new employee
 - Cannot pause ongoing buddy relationships
- I can select to come back from the break and become again a buddy for new employees

New Employee - The newly hired person who will benefit from the onboarding process

As a new employee:

- able to login with the credentials received via email - has to change the password after first login
- able to see my profile
- able to edit my profile details, except the start date at the company and the current position
- has to answer some questions about my work experience, tech skills and soft skills
- see that my application is under processing (the app is going to the match between the new employee and one of the old employees based on work experience, tech stack, soft skills etc)
- see who I was matched with
- able to see my buddy's profile
- after 1 year in company, I can be selected as a buddy for new employees

Required Functionalities

Match between Employee & Buddy

Criteria for matching:

1. Buddy reporting into same manager as new employee
2. Full or partial tech stack matching – e.g. frontend (React, Vue, etc.) or backend (C#, JAVA, Node.js)
3. Manager will be able to select the buddy if multiple matches or should be able to overwrite and select a buddy manually

Notification system – via Activity Feed & Push Notifications or integration with a communication platform

1. Buddy assigned to new employee
2. New employee received the new buddy

Bonus Points

Team special feature – Propose and implement one additional feature by your team

Example of a form that Old Employee & New Employee has to complete.

How many years of work experience do you have?

Choose

In what industries have you worked?

☐ Technology
 ☐ Healthcare
 ☐ Finance
 ☐ Education
 ☐ Retail
 ☐ Other:

Are you more comfortable working as a Frontend Developer or Backend Developer?

☐ Frontend
 ☐ Backend
 ☐ Frontend & Backend

How many years of work experience do you have?

Choose

Less than 1 year
 1 - 3 years
 3 - 5 years
 5 - 10 years
 More than 10 years

worked?

☐ Retail

For Frontend developers

Which frontend frameworks are you comfortable with?

☐ React
 ☐ Angular
 ☐ Vue
 ☐ Other:

On a scale of 1 to 5, how familiar are you in the following programming languages?

	1	2	3	4	5
JavaScript	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
TypeScript	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
HTML	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
CSS	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Which frontend tools are you comfortable with?

☐ NPM/Yarn
 ☐ Webpack
 ☐ Grunt/Gulp
 ☐ Babel

For Backend Developers

Which backend frameworks are you comfortable with?

☐ Node.js
 ☐ Django
 ☐ Ruby on Rails
 ☐ Spring Boot
 ☐ ASP.NET
 ☐ Other:

Which programming languages are you familiar with?

☐ Java
 ☐ Python
 ☐ Ruby
 ☐ PHP
 ☐ C#
 ☐ Other:

On a scale of 1 to 5, how comfortable are you with the following backend tools?

	1	2	3	4	5
Docker	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Kubernetes	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
AWS/Azure/GCP	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
MySQL/PostgreSQL	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

Soft Skills

What is your communication style?

☐ Assertive

☐ Passive

☐ Aggressive

☐ Collaborative

☐ Other: _____

How do you handle conflicts in the workplace?

☐ Avoidance

☐ Confrontation

☐ Compromise

☐ Collaboration

☐ Other: _____

On a scale of 1 to 5, how would you rate your communication skills?

	1	2	3	4	5
Listening	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Verbal	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Written	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

On a scale of 1 to 5, how would you rate your ability to work in a team?

	1	2	3	4	5
Collaborating	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Conflict resolution	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>
Leadership	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>	<input type="radio"/>

If the employee selects just Frontend or Backend, he will see just the questions related to Frontend or Backend, and after that the Soft Skill questions.

If the employee selects Frontend & Backend, he will see the questions for both, and after that the Soft Skill questions.