HRMS

Brief Summary

**Overview**

The project aims to develop a comprehensive job recruitment portal for Cuneiform Consultancy, with the primary objective of streamlining the hiring process and managing candidate databases efficiently. The portal will provide online control to HR officials for assigning tasks, conducting tests, and providing feedback to applicants.

Candidates will access the system via a provided link to sign up, search, and apply for jobs. They can apply for multiple positions and fill out application forms with their details. They can also edit and add more information to their profiles.

The recruitment process typically consists of 4 to 5 rounds, with the first two rounds being fixed for all candidates. The rounds and test questions may vary for each candidate and will be set by the admin or super admin.

A status pop-up and color code (red, green, orange) will indicate the application status after each round. Candidates will receive email notifications about their status and can track their application status in the "My Jobs" section.

**Overall Description:**

The system aims to automate the hiring process, create a database of candidates for future use, and provide online control to HR officials.

**Product Features:**

Employee Information Management: Maintain a centralized database of employee information.

Recruitment and Applicant Tracking: Post job openings, accept applications, and track candidates throughout the recruitment process.

Reporting and Analytics: Generate HR reports and analytics on various workforce aspects.

Job Posting and Management: Create, edit, and delete job listings, specify details, and manage posting durations.

Candidate Application Management: Receive and manage candidate applications online, track application status, and archive candidates.

Applicant Tracking System (ATS): Manage candidate pipelines, schedule interviews, store feedback, and collaborate with team members.

Search and Filtering: Search and filter candidates based on criteria like skills, experience, and education.

Communication Tools: Communicate with candidates through the portal and send automated responses.

User Roles and Permissions: Assign different access levels to team members for data security.

Notifications and Alerts: Send automated notifications and alerts to candidates and recruiters.

Feedback and Ratings: Allow interviewers to provide feedback and ratings on candidates.

The job recruitment portal will enhance the efficiency of the hiring process, improve candidate management, and provide a seamless experience for both applicants and HR officials at Cuneiform Consultancy.

**Technology Stack:**

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| Design |
| * Figma   Link: [Hrms Figma Link](https://www.figma.com/file/ClfedVdXjJf7V7lp0xMgWZ/HRMS_CUNEIFORM_CONSULTING?type=design&node-id=1-4&mode=design&t=PGAHzw4vbOK2oQVS-0) |
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| App Back end and App Services Development |
| * Node Js * Typescripts/Java script * Database - MongoDB * Image - Bucket |
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| Web Frontend Development |
| * React Js |
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**Modules:**

* Dashboard
* User Management
  + New user Management Add/Delete
  + Management Username & Password Generate
* Department Management
  + Add/Delete Department
* Job Management
  + Manage Job Details
  + Create Post
* Mcq Management
  + MCQ details
  + Question Add Pop-up
* Applicants Management
  + Application List
  + Application Details with Interview Round
  + Schedule Interview
  + Exam link Generator
* Test Management
* Notification
* Calendar
  + Calendar Monthly
  + Calendar Weekly
* Email Management
  + Email Add
  + Email Delete
* Profile Management

Responsibility Distribution Chart:

