GROUP 20

SCS2102 / IS2002

Group Project I

CV Management System for IFS

Project Proposal - Academic Year (2012/2013) 2014

Proposed Project Title: CV Management System for IFS

Project Group Details:

1. Group number : 20

2. Group members:

Name	Registration Number	Index no.	Email address	Mobile Phone
(i) C. M. M. Dissanayake	2013CS032	13000322	cdchanika@gmail.com	0774066689
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(iv) A.M. Dissanayake	2013CS031	13000314	amodadissanayake@gmail.com	0728693545
(v) K.S.L.Fernando	2013CS036	13000365	fshalika.fdo@gmail.com	0717493378
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Details of Project Supervisors, Advisors and Clients:

Proposed Project Supervisor :

1. Mr. Viraj Welgama

Project Advisors :

Name	Institute	Email address
1.Ms. Hiruni Kumarasiri	University of Colombo School of Computing	hsk@ucsc.cmb.ac.lk
2.Ms. Chathurika Silva	University of Colombo School of Computing	css@ucsc.cmb.ac.lk
3.Mr. Ruchitha Sahabandu	IFS R and D International (Pvt) Ltd.	ruchitha.sahabandu@ifsworld.com
4.Mr. Ruwan Fernando	IFS R and D International (Pvt) Ltd.	ruwan.fernando@ifsworld.com

Client of the Project :

Name	Institute	Email address
1.Mr. Ruchitha Sahabandu	IFS R and D International (Pvt)Ltd.	ruchitha.sahabandu@ifsworld.com

Project Details:

1. Project Title: CV Management System for IFS

Alternative Title : Resume Trekker

About the Project :
This is an automated web based system of the recruitment process which the company is currently doing manually. Candidates can submit their CVs online, filtering submitted resumes according to a given criteria, scheduling time slots for interviews and finally helping the responsible body to select the most appropriate candidates to the company more efficiently.

2. The Goal and Objectives:

Goal:
Managing online submitted CVs for jobs posted via advertisements, for the company by filtering them and scheduling interviews accordingly which leads to better management of this manual process currently happening.

Objectives:

- Available job vacancies are posted to the system.
- Applicants are given the opportunity of submitting CVs online to the system.
- Administration be able to view CVs sent by applicants and filter out suitable CVs only using given criteria.
- Ability to identify CVs of applicants which were rejected before within a certain period of time (default one year) and put them to a status where they can apply again once that threshold period is over.
- Scheduling interviews for available jobs and informing suitable candidates about that.
- Administration be able to generate reports from the data of the system in a prefered manner.

3. Tentative Problem Definition:

In the recruitment process of the company,it normally receives quite a number of applications from many candidates for many different fields frequently. But choosing the best CVs suitable for the job with relevant to the company's criteria is cumbersome as this process is currently carried out manually.Filtering the appropriate CV's and scheduling the interviews need lots of effort and even subject to human errors. But through this proposed system it is intended to reduce them to a minimum level. Also the process of rescheduling interviews for candidates who are unable to make it on the given day can be managed more conveniently. Hence automating this process would lead to more efficient and improved decision making in recruiting new employees.

4. Brief Introduction to the Project:

This is a project on a web based system that manages online submitted CVs which has not been taken place before in the company.Therefore it paves way in acquiring best work force for the company efficiently, which we do not need to describe the benefit of it.

The system is supposed to support all the stages of the recruitment process.As such, at the initial phase posting jobs available in the company is done and then the received CVs as reponse to them will be filtered. Then scheduling the interviews for selected candidates and rescheduling them if required, will be handled by the system.

Whenever a candidate passes each stage of his interviewing process,the system too will develop its recording about that particular candidate in order to manage his future interviews.This would happen until the system gives the administrative panel to recruit the most suitable applicant to the company out of the appropriate applicants who has reached the final stage.Hence the system is with the ability of managing and guiding the recruitment process throughout its all stages up until the final recruitment.

Further, it is highlighted that the system is with its inherent advantages such as making the decision making more efficient via the reports reflected through the statistics of applicants,being cost and time saving,creating significant reduction of human errors etc.

5. The Scope of the Project

Job appliers need to access the website of recruitment and fill the given application form and submit it. CVs which are submitted through emails and letters will not be accepted.

However candidates are allowed to attach any other documents such as extra qualifications and the projects that they have done. Data in those documents will not be considered in automated filtering process, hence a manual process has to be done in order to review the other selecting criteria as well as other attachments submitted with the CV's. Finalizing all the CVs suitable for interviews at this stage is done by changing the status of the applicants to eligible or not.

Eligible CV holders are called for interviews which are allocated by the system. As well, rescheduling interviews is also done by it. Ranking candidates after interviews is carried out after entering necessary feedback from the interview panel. Finally people who are chosen for the job are notified by the system, but final decision still lies with the responsible administrative officers.

Users (possible actors) of the system:

- Job Appliers
- System Administrators
- Administrative officers
    - Human Resource Managers
    - Team Leaders
    - Human Resource Consultants
    - Interview Panel etc.

Main functionalities of the system:

Job Appliers
- Apply to jobs posted, through template forms given
- Attaching resume files, cover letters in Word, PDF etc. formats
- Search for job postings via preferred fields within the company
- Notify system if interview rescheduling is needed

System Administrators

- Create user profiles
- Authenticate user profile updates
- Troubleshoot problems reported by users
- Maintain network and system security
- Evaluate system's performance

Administrative Officers

- Posting and updating available job opportunities in the company
- Filtering out CVs by using the company's recruitment evaluation criteria
- Separating the CVs based on different departments that the applicants have applied for
- Informing selected candidates for interviews through email
- Scheduling interviews for available job opportunities
- Notify rejected candidates through email that the CV has been rejected politely
- Viewing rejected CVs and finding out the reason to reject them
- Rescheduling interviews for candidates who will miss their original interview day
- Maintaining the status of the applicants whenever they move on with the interview procedure
- Interviewers can enter their marks of each and every candidate when doing the interview according to a given grading system.
- Notify selected applicants after interviews via email as well as to rejected applicants about the non acceptance to the applied position
- Limiting number of submitted CVs in a given period of time by one candidate.
- Generating reports on candidates based on statistics available such as rejected CVs and accepted CVs

6. Main deliverables of the system

- Web based CV Management System
- Project Proposal
- Feasibility Report
- Software Requirement Specification (SRS)
- Software Design Specification
- User Manual
- Test Case Document

Resource requirements of the project

Software

- Java
- CSS
- HTML
- Javascript
- mySQL
- SQL Server 2008 or later
- Web browser
    - Google Chrome
    - Firefox 11.0 or later
    - Internet Explorer 9.0 or later

Hardware

- Standard desktop or laptop computer

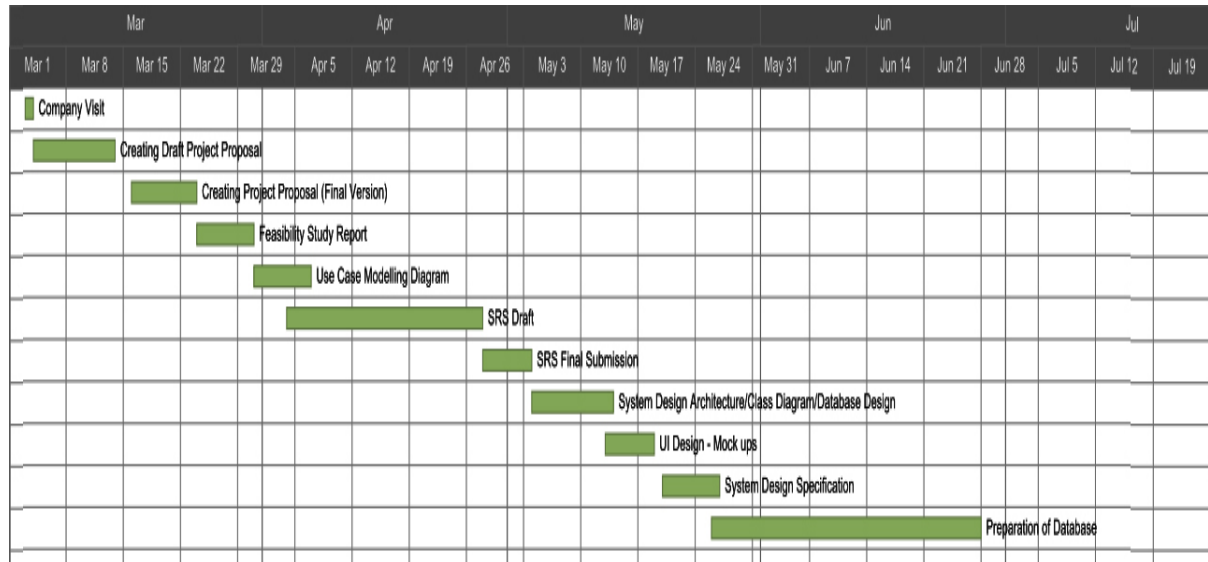   Minimum system requirements

    - 512MB Free Space in Hard Drive
    - Pentium based processor 2GHz or faster
    - 1GB of RAM
- Working internet connection
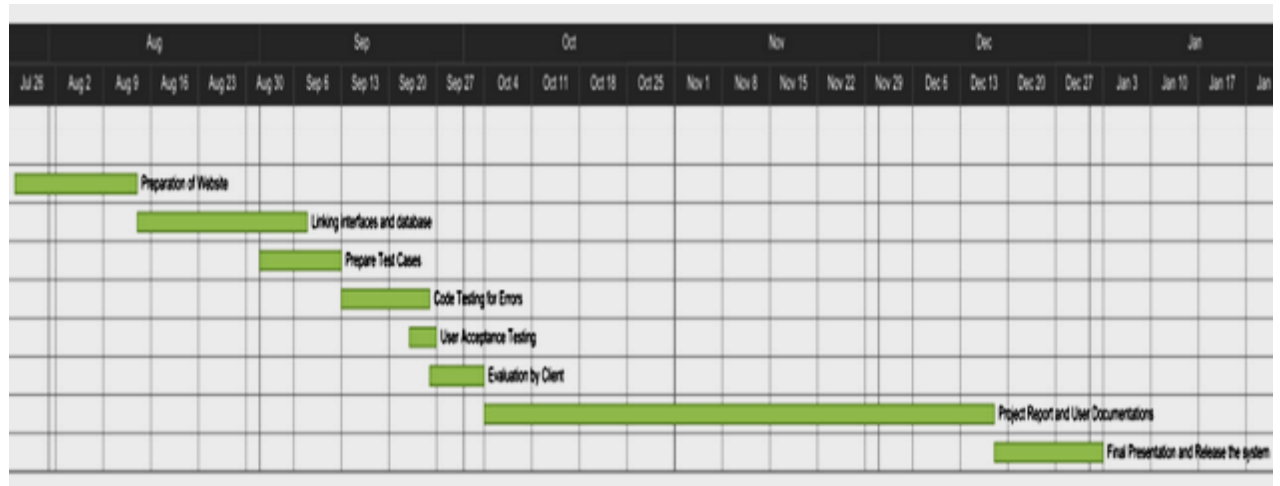- Web based server.

    Minimum system requirements

    - 1GB Free Space in Hard Drive
    - Pentium based processor 3GHz or faster
    - 2GB of RAM

7. The Project Plan
(for the first semester 04th March 2015-20th May 2015)

	Mar				Apr				May				Jun				Jul		
	Mar 1	Mar 8	Mar 15	Mar 22	Mar 29	Apr 5	Apr 12	Apr 19	Apr 26	May 3	May 10	May 17	May 24	May 31	Jun 7	Jun 14	Jun 21	Jun 28	Jul 5	Jul 12	Jul 19

Company Visit

Creating Draft Project Proposal

Creating Project Proposal (Final Version)

Feasibility Study Report

Use Case Modelling Diagram

SRS Draft

SRS Final Submission

System Design Architecture/Class Diagram/Database Design

UI Design - Mock ups

System Design Specification

Preparation of Database

(for the second semester 27th July 2015-02nd Jan 2016)

	Aug				Sep				Oct				Nov				Dec				Jan		
	Jul 26	Aug 2	Aug 9	Aug 16	Aug 23	Aug 30	Sep 6	Sep 13	Sep 20	Sep 27	Oct 4	Oct 11	Oct 18	Oct 25	Nov 1	Nov 8	Nov 15	Nov 22	Nov 29	Dec 6	Dec 13	Dec 20	Dec 27	Jan 3	Jan 10	Jan 17	Jan

Preparation of Website

Linking interfaces and database

Prepare Test Cases

Code Testing for Errors

User Acceptance Testing

Evaluation by Client

Project Report and User Documentations

Final Presentation and Release the system

8. References

1. IFS | Home. 2015. IFS | Home. [ONLINE] Available at: http://www.ifsworld.com/lk/. [Accessed 5 March 2015].
2. 5 Insider Secrets for Beating Applicant Tracking Systems | CIO. 2015. 5 Insider Secrets for Beating Applicant Tracking Systems | CIO. [ONLINE] Available at: http://www.cio.com/article/2398753/careers-staffing/5-insider-secrets-for-beating-applicant-tracking-systems.html. [Accessed 12 March 2015]
3. Resume Management - Zoho Recruit. 2015. Resume Management - Zoho Recruit. [ONLINE] Available at: https://www.zoho.com/recruit/resume-management.html. [Accessed 12 March 2015].

9. Declaration

We as members of the project titled CV Management System for IFS , certify that we will carry out this project according to guidelines provided by the coordinators and supervisors of the course as well as we will not incorporate, without acknowledgement, any material previously submitted for a degree or diploma in any university. To the best of our knowledge and belief, the project work will not contain any material previously published or written by another person or ourselves except where due reference is made in the text of appropriate places.

Name	Signature
(i) C. M. M. Dissanayake	
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(iii) L.J.M.V.R.Balalla	
(iv) A.M. Dissanayake	
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