Mar Baselios College of Engineering and Technology

Department of Computer Science and Engineering

Project Name :
Experienced Recruitment through Campuses

Date :
05 December 2024

Time :
9 pm to 9:30 pm

Location :
https://meet.google.com/amq-ntwo-bem

Attendees :
1. Mr. Subramanyam Mahadevan - HR at Speridian
2. Ms. Jisha John - HoD at MBCET
3. Ms. Prathibha S. Nair - Faculty at MBCET
4. Ms. Priya Mariam Raju - Faculty at MBCET
5. Evana Anna Lalu - Student at MBCET
6. Abhinav A.V. - Student at MBCET
7. Thriambak S. - Student at MBCET
8. Johann Luke John - Student at MBCET

Agenda :
1. Gain insights on the drawbacks of the concept if any
2. Get an idea of all the requirements and features to be added from a company's perspective

Discussion Points
1. Key Updates:
- Categories/fields to be included in posting jobs (for laterals)
    - Job title
    - Expected certifications or skill sets
    - Preferred locations
    - Expected CTC
    - Within how many days candidates can join

- Categories/fields to be included in job posting (for freshers)
    - Degree
    - Specialisations
    - No CTC required

- Updates about subsequent processes must be conveyed to selected candidates but for rejected candidates, generic messages are enough.

- When candidates apply for jobs

○ Certain questions can be added to identify the candidate's skills and qualifications necessary for the specific job in order to improve the filtering process.

2. Challenges/Concerns:
- Candidates might leave after receiving commissions from the companies

3. Action Items:
- Commission
  ○ A company pays commission to the platform only if the hired candidate works at the company for a specified amount of time
  ○ If the candidate leaves before the specified amount of time, the company can replace candidates

4. Deadlines:
Provide a good UI design that acts as the base for all the modules by 12 December 2024.

Decisions Made
Start working on the project on the base website design while the meetings may go on simultaneously.

Action Items

Task/Action	Assigned To	Deadline	Status
Design College UI	Evana	12 December 2024	Pending
Design User UI	Thriambak	12 December 2024	Pending
Design Company UI	Johann	12 December 2024	Pending
Design Admin UI	Abhinav	12 December 2024	Pending

Next Steps/Follow-Up Plan
Report the base UI design and some functionalities at the next meeting

Next Meeting Date:
12 December 2024

Prepared By:
Johann Luke John - Student at MBCET

Date of Preparation:
07 December 2024