

**1. Understand the Goal:** The website should support structured job posting data that can be indexed by Google for SEO and visibility.

**Jobs should be created either by:** Admin/Hr manually posting (via dashboard/form).

Automated JD parsing (system fetches details from a provided Job Description and generates a job record with a unique ID).

### Job Posting Form (Admin/HR View)

- **Fields:**
  - Job Title (*Text input*)
  - **Company Name** (*Text Box – NOT dropdown*)
  - Location (*Text input or tags for multiple locations*)
  - Job Description (*Textarea*)
  - Skills (*Tag input*)
  - Experience Required (*Number or range input*)
  - CTC Range (*Text input*)
  - Employment Type (*Dropdown: Full-time, Part-time, Contract, etc.*)
  - Notice Period (*Dropdown*)
  - Remote/Onsite/Hybrid (*Radio buttons*)
  - Deadline (*Date Picker*)
- **Custom Questions Section (repeatable section)**
  - [Add Question] button → opens modal with:
    - **Fields:**
      - Question text (*Text input*)
      - Type (*Text, Dropdown, Yes/No*)
      - Mandatory toggle (*Checkbox*)

*Buttons: Add new question, edit, remove*

**UI Features:** Responsive design, Auto-save draft, Buttons: [Save as Draft], [Publish Job]

### Validation Rules

- Ensure required fields (title, description, posting date, employer, location) are always filled.
- Auto-generate **Job ID** and unique **Job URL** for each posting.
- Store structured data metadata alongside job details for rendering.

### Structured Data Integration (SEO Requirement)

- For each job detail page:
  - Generate **JSON-LD markup** with all required fields:  
`@context, @type (JobPosting)`  
`title, description, datePosted, validThrough, employmentType`  
`hiringOrganization` (name, logo)  
`jobLocation` (address or remote option)  
`baseSalary` (if applicable).
  - Validate using **Google Rich Results Test**.

## Automation & Maintenance

- Implement a **scheduler/cron job** to automatically expire outdated job postings after `validThrough`.
- Add an **API endpoint** for third-party job feeds if needed.
- Ensure structured data is **kept in sync** with job record updates

## Testing & Deployment

1. Test with sample job postings (both manually entered and auto-parsed).
2. Run Google's **Rich Results Test** and **Search Console URL Inspection**.
3. Deploy in a staging environment → validate → then release to production.

## Job Application Form (Candidate View, job apply)

- **Fields:**
  - Name
  - Email
  - Phone Number
  - Relevant Experience (Years)
  - Current CTC
  - Expected CTC
  - Notice Period
  - Ready to Relocate (Yes/No)
  - Upload Resume (*PDF/DOC*)
  - Has Current Offers (Yes/No)
  - Best Time to Contact (*Text*)
  - Preferred Mode (*Dropdown: Call / WhatsApp / Email*)
  - **Custom Questions (from Job Posting)** → Render dynamically
- **Features:**
  - Validation for mandatory fields
  - Resume upload size & format check
  - Success confirmation page

## 4. Admin Dashboard

- Job Listings (with status: Active/Expired)
- **View Applications:**
  - Table with candidate details (Name, Email, Phone, Key info)
  - Actions:
    - Download resume
    - Bulk download resumes (ZIP)
    - Export CSV (all application data + custom question responses)
- Filters: Job ID, Candidate Name, Status

# Candidate Portfolio

## Sections & Fields

### 1. Identity Basics

- **Full Name:** Text Input
- **Email Address:** Email Input
- **Mobile Number:** Phone Input

### 2. Education & Skills

- **Highest Education:** Text Input
- **Second Highest Education:** Text Input
- **Skills:** Tag Input (Auto-suggest, press Enter to add tag)
- **Certificates:** Tag Input (same as skills)

### 3. Job Preferences

- **Total Experience (Years):** Number Input
- **Current Role:** Text Input
- **Expected Role:** Text Input
- **Job Type:** Dropdown (*Full-time, Part-time, Contract, Remote, Hybrid*)
- **Current Locations:** Tag Input
- **Preferred Locations:** Tag Input
- **Ready to Relocate:** Dropdown (*Yes, No, Open to Discussion*)
- **Notice Period:** Dropdown (*Immediate, 15 Days, 30 Days, 45 Days, 60 Days, 90+ Days*)

### 4. Salary Info

- **Current CTC (LPA):** Text Input (with number mask)
- **Expected CTC (LPA):** Text Input (with number mask)

### 5. Broader Preferences & Personal Details

- **Looking for Jobs Abroad:** Dropdown (*Yes, No*)
- **Sector Type:** Dropdown (*Government, Private, Both*)
- **Preferred Industries:** Tag Input
- **Gender:** Dropdown (*Male, Female, Other, Prefer not to say*)
- **Marital Status:** Dropdown (*Single, Married, Other*)
- **Date of Birth:** Date Picker
- **Languages Known:** Tag Input
- **Reservation Category:** Dropdown (*General, OBC, SC, ST, EWS, Other*)

### 6. Work History (Repeatable Block)

- **Container:** Dynamic section with multiple "Job Cards"
- **Each Job Card Includes:**
  - **Job Title/Role:** Text Input
  - **Company Name:** Text Input
  - **Start Date:** Date Picker
  - **End Date:** Date Picker
  - **Key Responsibilities:** Textarea (multi-line)
  - **Tools Used:** Text Input
- **Controls on Each Card:**
  - [Edit] and [Remove] icon buttons
- **Add New:** Button [+ Add Past Role] dynamically creates a new empty card

## 7. Contact & Availability (Optional)

- **Has Current Offers?:** Dropdown (Yes, No)
- **Best Time to Contact:** Text Input (e.g., "Weekdays 4-6 PM")
- **Preferred Mode of Contact:** Dropdown (Call, WhatsApp, Email)

## Additional Features

- **Candidate Activity Tracker**
  - *Resume Updated:*
    - Display last update status:  
"Updated: Today", "3 Days Ago", "1 Week Ago"
  - *Profile Completeness Bar*
    - Tracks completion % based on filled sections
- **Inline Validation**
  - Mandatory fields marked with \*
  - Real-time validation for Email & Phone
- **Autosave**
  - Save draft periodically to prevent data loss

## UI/UX Elements

- **Sticky Action Buttons** at bottom of the Right Column
- **Dynamic Repeatable Sections** for Work History
- **Smart Suggestions** for:
  - Skills (from skills library)
  - Certificates
  - Preferred Locations
- **Date Pickers** for DOB, Start/End Dates
- **Tag Inputs** for multiple selections (skills, locations, languages)