# **Meeting Minutes**

Date: 25 May 2017

## Attendees:

**Axis :** Prashob & Suraj

**i-Cube :** Rashmi Tekchandani & Subrajit Kumar

Objective of Meeting:

Discussion on Parsing Engine implementation

Action items:

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| S.N | Topic | Action | Responsible |
| 1 | Technical Documentation | Provide a template of the technical documentation required from i-Cube | Suraj |
|  | CR | CR to be raised for new application to be hosted within Axis and server creation/access for FTP transfer | Prashob |
| 2 | Technical Architecture | Finalize the technical architecture for the FTP server and folder structure | Suraj/i-Cube |
| 3 | Technical Documentation | Share the completed template of the technical documentation required | i-Cube |
| 4 | Data | Upload CVs in PDF format and Candidate Metadata(Candidate ID, Name, Phone Number, Email, Address) on the FTP | Suraj |
| 5 | Hirecraft Integration | Hirecraft to read the results of the Parsing engine and integrate it into the system | Suraj |