

PROJECT REPORT TEMPLATE

1. INTRODUCTION

1.1 Overview

A Human Resource[HR] Assistant is a professional who is responsible for the daily administrative and HR duties of an organization.

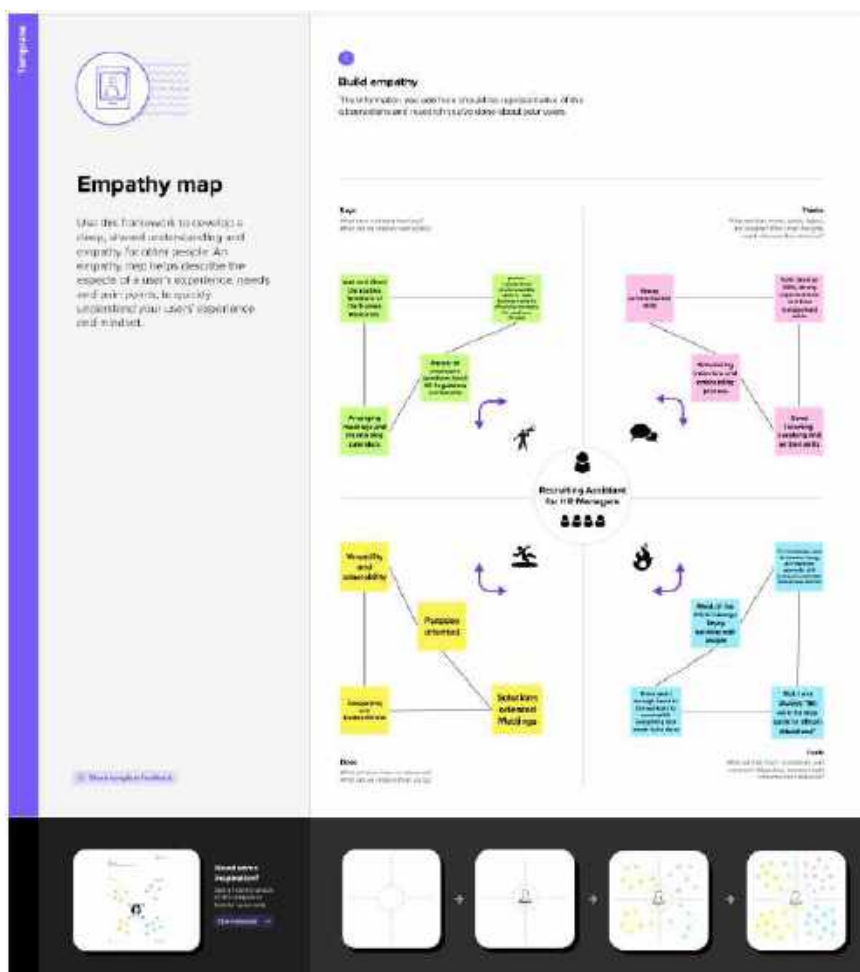
1.2 Purpose

Assist in the recruitment process by identifying candidates, conducting reference checks, and issuing employment contracts. HR manager will lead and direct the routine functions of Human Resource (HR) department including hiring and interviewing staff

2. Problem Definition & Design Thinking

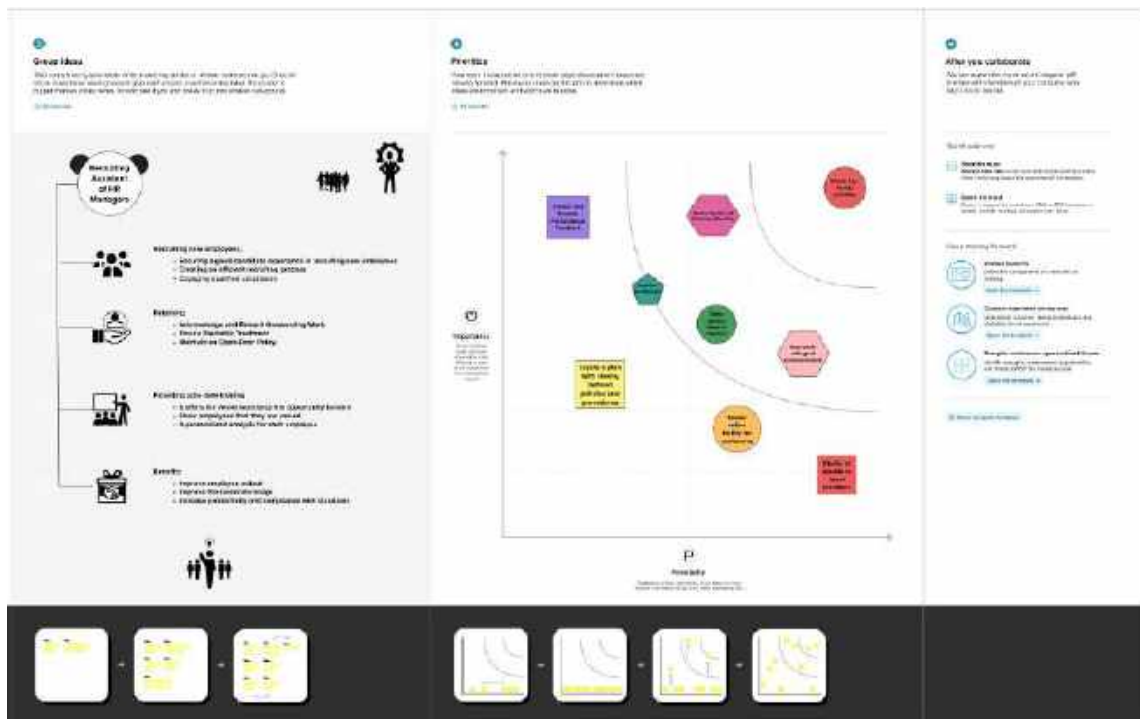
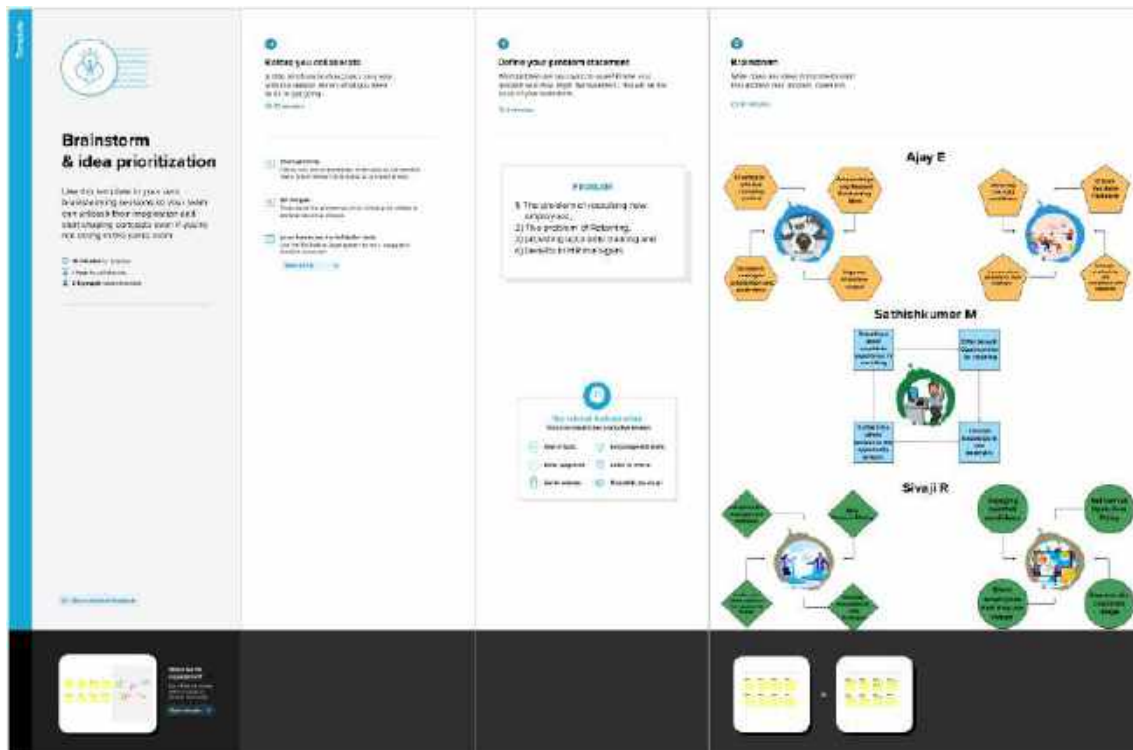
2.1 Empathy Map

An empathy map is a collaborative tool teams use to gain a deeper insight into their customers. The empathy map was originally created by Dave Gray and has gained much popularity within the agile community.



2.2 Ideation & Brainstorming Map

Brainstorming is a group solving method that involves the spontaneous contribution of creative ideas and solutions.



3. RESULT

3.1 Data Model:

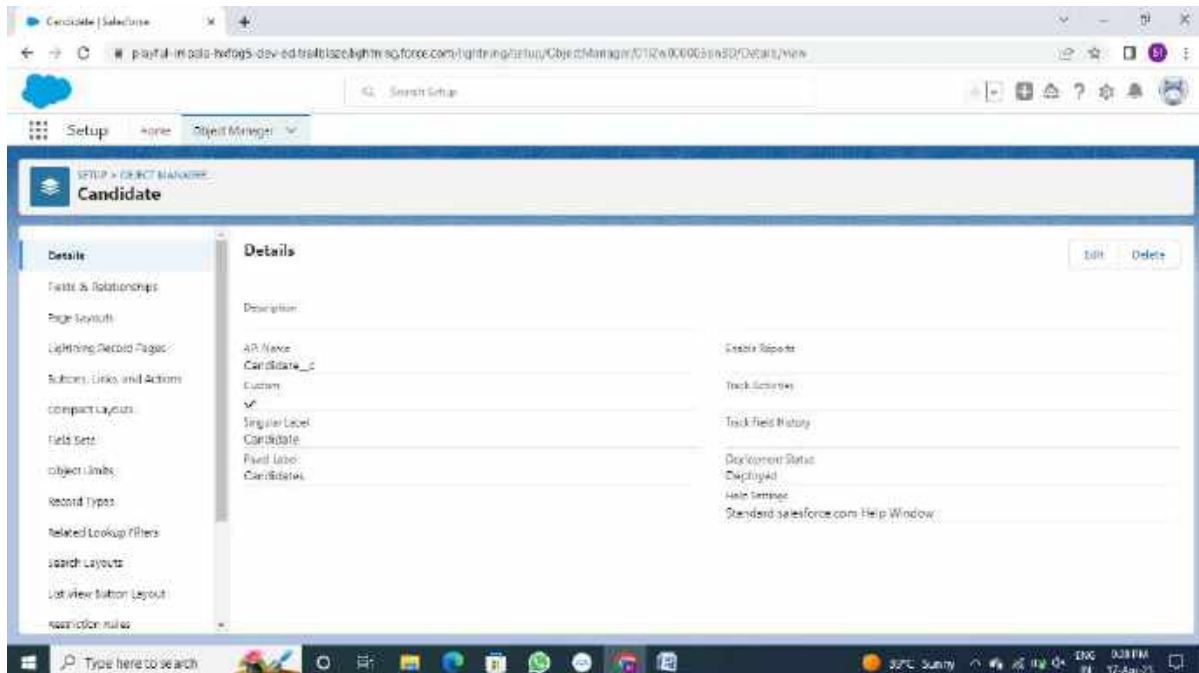
Object name																																				
Candidate	<table><thead><tr><th>Field label</th><th>Data type</th><th>Field label</th><th>Data type</th></tr></thead><tbody><tr><td>Candidate Number</td><td>Auto Number</td><td>Mobile</td><td>Phone</td></tr><tr><td>Legacy Candidate Number</td><td>Text (Unique)</td><td>Phone</td><td>Phone</td></tr><tr><td>First Name</td><td>Text</td><td>Address</td><td>Text</td></tr><tr><td>Last Name</td><td>Text</td><td>City</td><td>Text</td></tr><tr><td>Email</td><td>Email</td><td>State</td><td>Text</td></tr><tr><td>Education</td><td>Picklist (Multi-Select)</td><td>Zip Code</td><td>Text</td></tr><tr><td>Years of Experience</td><td>Number</td><td>Country</td><td>Text</td></tr></tbody></table>				Field label	Data type	Field label	Data type	Candidate Number	Auto Number	Mobile	Phone	Legacy Candidate Number	Text (Unique)	Phone	Phone	First Name	Text	Address	Text	Last Name	Text	City	Text	Email	Email	State	Text	Education	Picklist (Multi-Select)	Zip Code	Text	Years of Experience	Number	Country	Text
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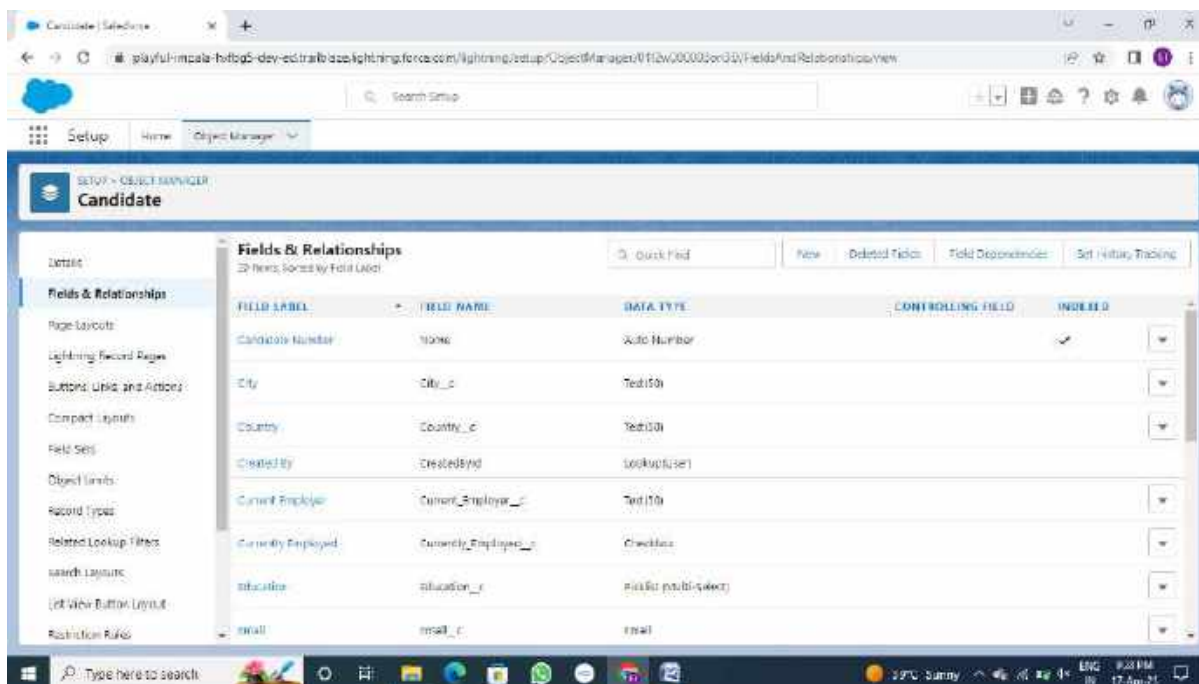
3.2 ACTIVITY & SCREENSHOT

ACTIVITY:1 [Candidate]

Here we create Candidate object in custom object option.



After, more fields created by us. For easy to identify the different data.

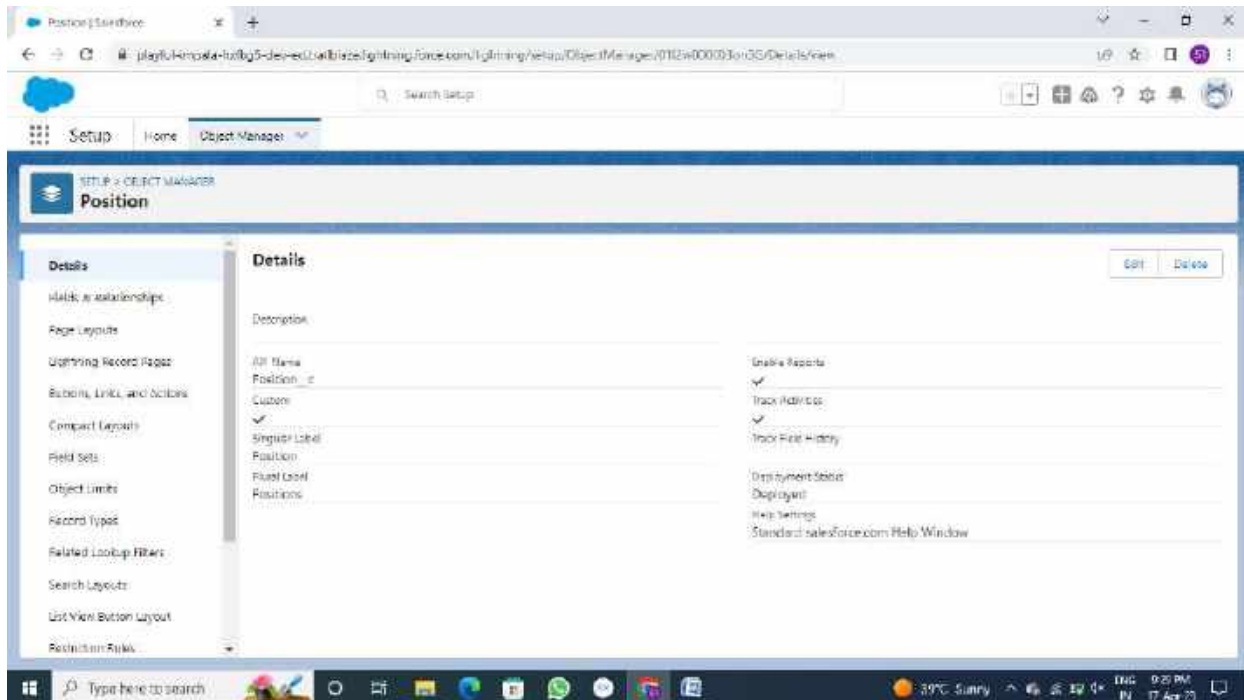


The screenshot shows the Salesforce Lightning Setup interface for the 'Candidate' object. The left sidebar contains navigation links: Details, Fields & Relationships, Page Layouts, Lightning Record Pages, Buttons, Links, and Actions (selected), Component Layouts, Field Sets, Object Limits, Record Types, Related Lookup Filters, Search Layouts, List View Button Layout, and Restrictions Rules. The main content area is titled 'Buttons, Links, and Actions' and shows a list of 9 items. The table lists various actions and links for the 'Candidate' object, including 'Candidate's Job', 'Clone', 'Delete', 'Edit', 'List', 'New', 'New Job's App', 'View', and 'Create a Record'. The 'Create a Record' action is highlighted with a tooltip that reads: 'Action to create a job application from a Candidate record. This description is not visible to users. Click Here.' The bottom of the screen shows the Windows taskbar with various application icons and system information like '33°C Sunny' and '10:01 PM'.

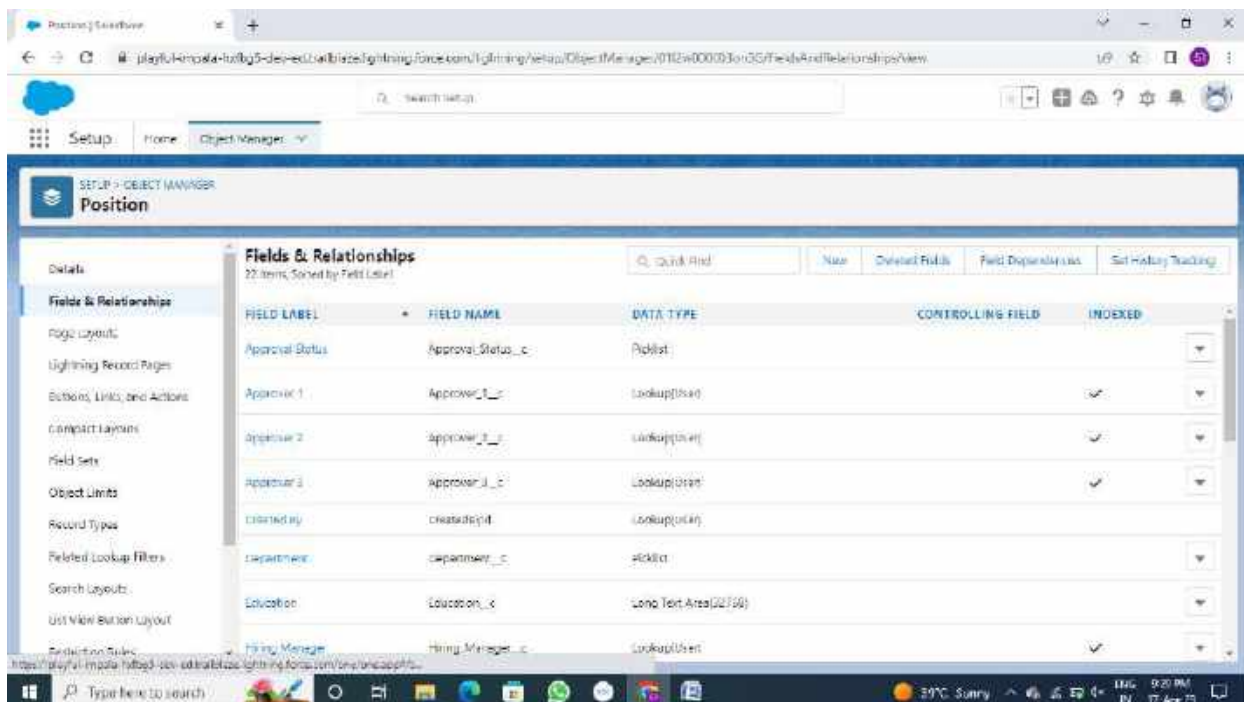
The screenshot displays the AWS IAM console interface for configuring a 'Candidate Validation Rule'. The left sidebar contains a navigation menu with options like 'Details', 'Fields & Relationships', 'Page Layouts', 'Lightning Record Pages', 'Buttons, Links, and Actions', 'Compact Layouts', 'Field Sets', 'Object Limits', 'Record Types', 'Related Lookup Filters', 'Search Layouts', 'List View Button Layout', and 'Restriction Rules'. The main content area is titled 'Candidate Validation Rule' and includes a 'Details' section. This section shows the rule's name as 'Zp_Grds_Candidate_vtrn_State', its status as 'Active', and its description: 'Validates candidate ZpPhysical Code by looking up the first five characters of the value in a custom object called Zp_Cdrd_vtrn. Error if the Zp code is not found or the candidate status does not match the corresponding State in the object.' The rule was created by 'AJAY' on 10/04/2023 at 12:35 pm and was modified by 'AJAY' on 10/04/2023 at 12:38 pm. The interface also features a 'Fields & Relationships' section with a table showing the rule's logic: 'VLOOKUP(ObjectType Zp_Code__c, State__c, State__c, 5) <= Zp_Code__c <= Zp_Code__c' and 'LEFT(Zp_Code__c, 5) <= State__c'.

ACTIVITY:2 [Position]

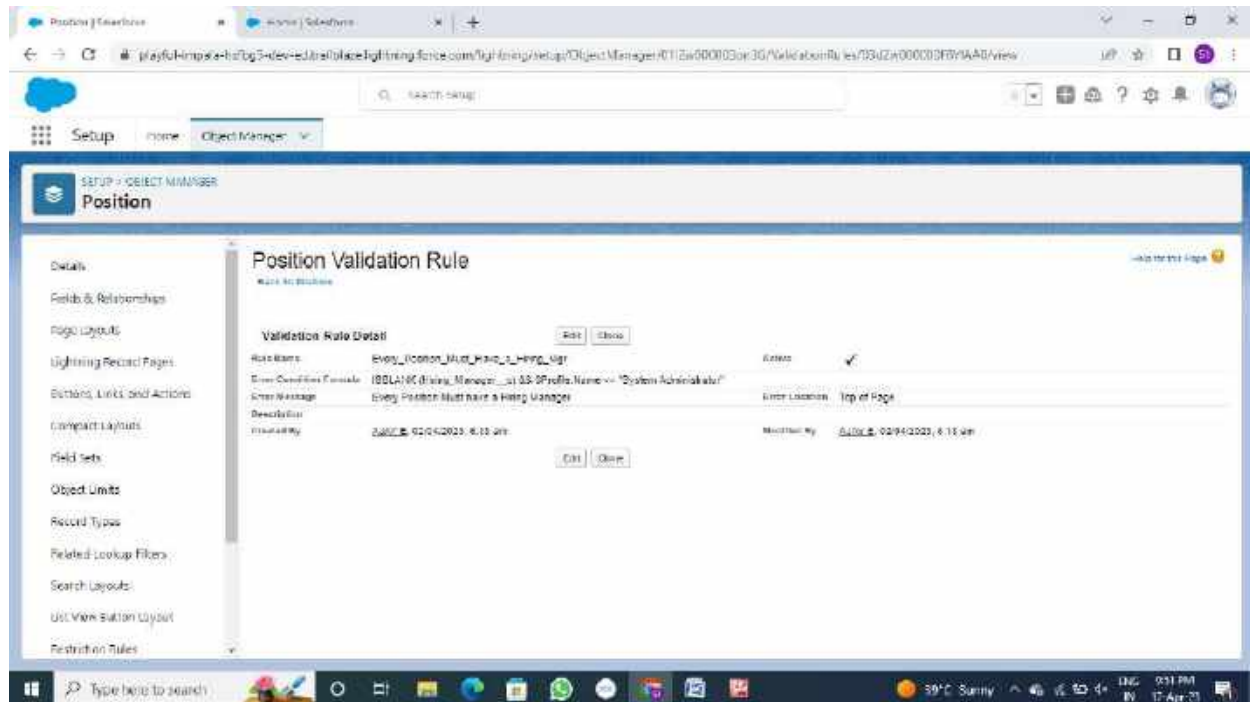
Here we create Position object in custom object option.



After more fields created by us. For easy to identify the different data.



Validation Rule for Position Object:

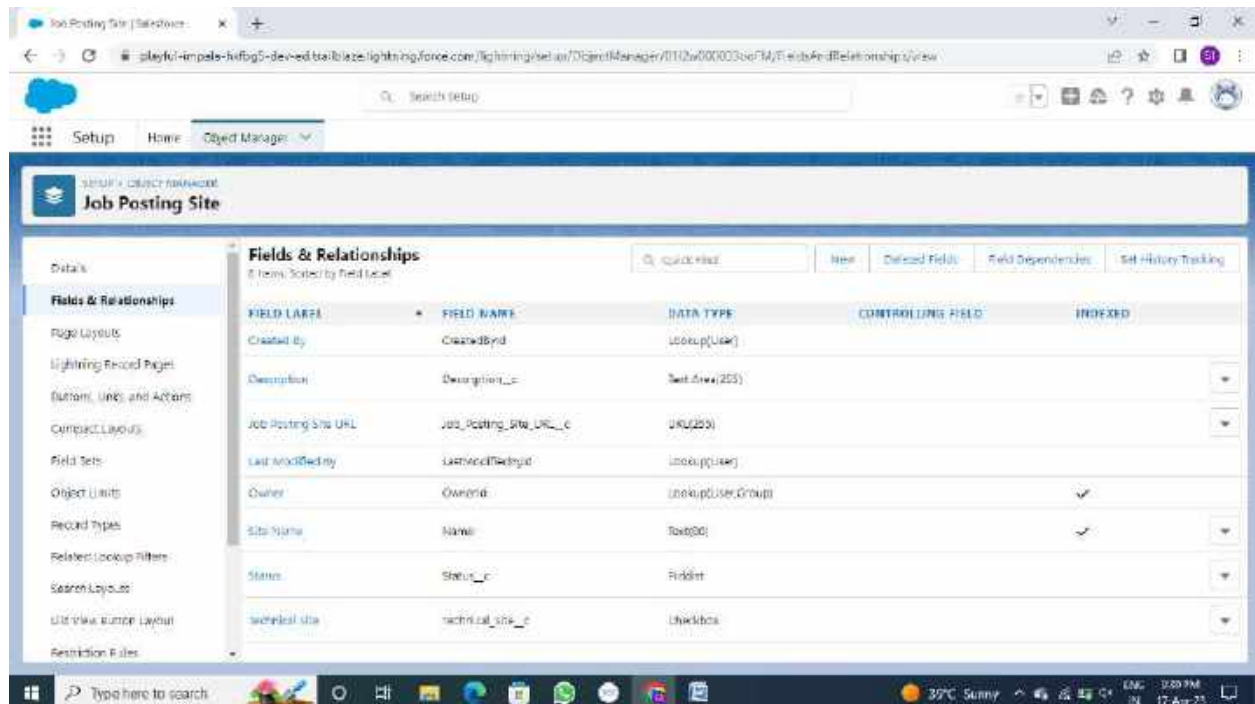


ACTIVITY:3 [Job Posting Site]

Job posting site is very useful to apply jobs. So, Here we create Job Posting Site object in custom object option.



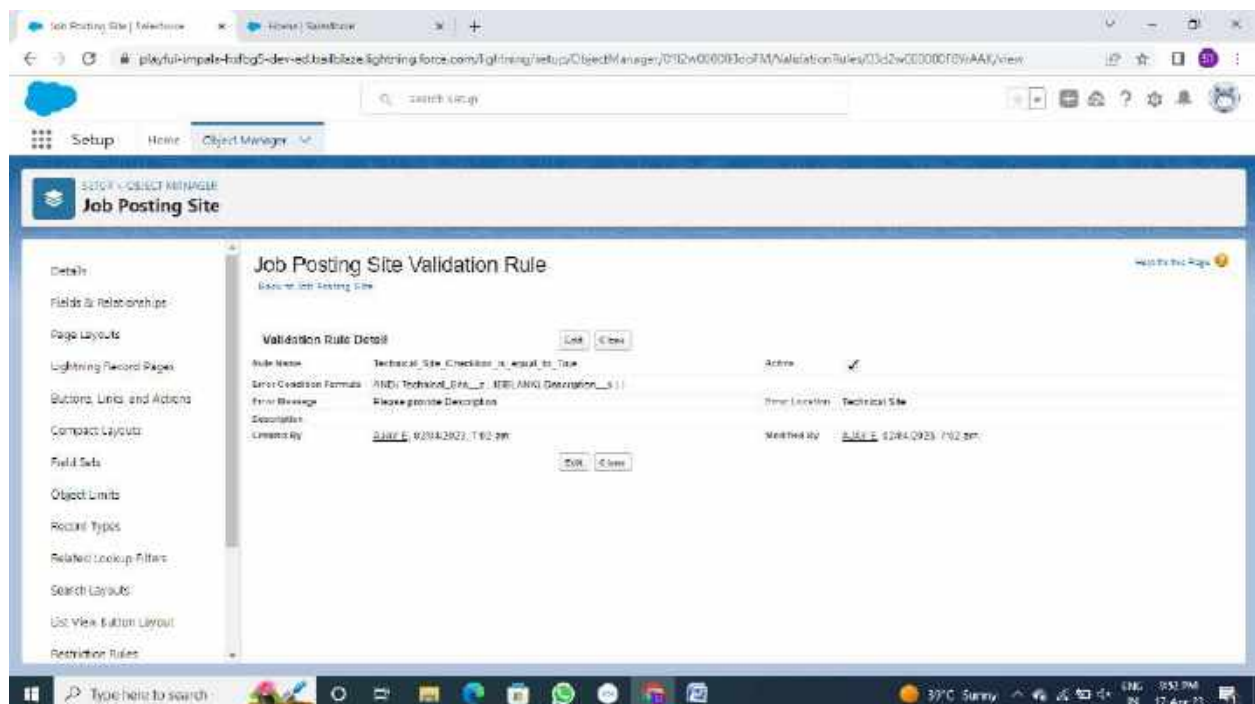
And more Fields created by us. It is very use to identify different data



The screenshot displays the Salesforce Object Manager interface for the 'Job Posting Site' object. The left sidebar shows a navigation menu with options like Details, Fields & Relationships, Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, Record Types, Related Lookup Filters, Search Layouts, Use View Button Layout, and Restriction Rules. The main content area is titled 'Fields & Relationships' and shows a list of fields with columns for FIELD LABEL, FIELD NAME, DATA TYPE, CONTROLLING FIELD, and INDEXED. The fields listed are: Created By (Lookup User), Description (Text Area (255)), Job Posting Site URL (URL (255)), Last Modified By (Lookup User), Owner (Lookup User/Group), Site Name (Text (80)), Status (Picklist), and Technical Site (Checkbox).

FIELD LABEL	FIELD NAME	DATA TYPE	CONTROLLING FIELD	INDEXED
Created By	CreatedBy	Lookup (User)		
Description	Description__c	Text Area (255)		
Job Posting Site URL	job_posting_site_url__c	URL (255)		
Last Modified By	LastModifiedBy	Lookup (User)		
Owner	OwnerId	Lookup (User/Group)		✓
Site Name	Name	Text (80)		✓
Status	Status__c	Picklist		
Technical Site	technical_site__c	Checkbox		

Validation Rule for Job Posting Site:

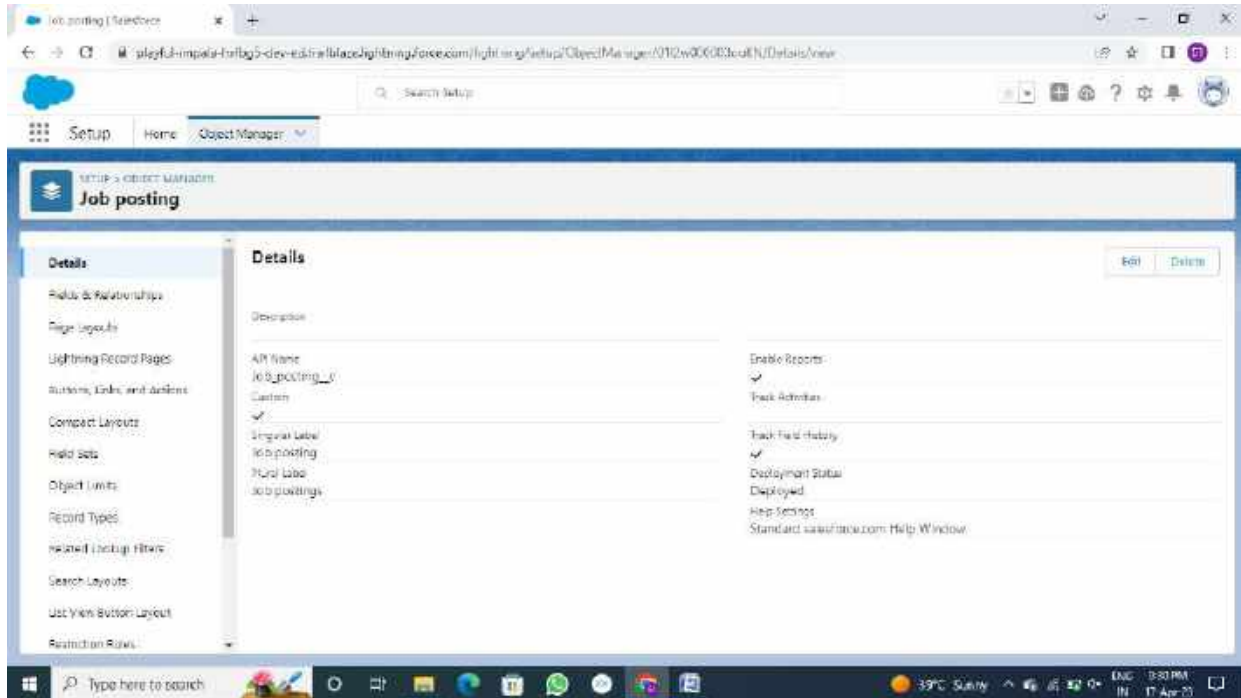


The screenshot displays the Salesforce Object Manager interface for the 'Job Posting Site' object, specifically the 'Validation Rule' section. The left sidebar shows a navigation menu with options like Details, Fields & Relationships, Page Layouts, Lightning Record Pages, Buttons, Links, and Actions, Compact Layouts, Field Sets, Object Limits, Record Types, Related Lookup Filters, Search Layouts, Use View Button Layout, and Restriction Rules. The main content area is titled 'Job Posting Site Validation Rule' and shows a 'Validation Rule Detail' section. The rule is named 'Technical Site Check on update to Title', is active, and has a formula: AND(Technical_Site__c, NOT(AND(Description__c))). The error message is 'Please provide Description'. The rule was created by 'BUSE E. 62842923' on 6/24/2023 at 7:02 AM and was modified by 'BUSE E. 62842923' on 7/02/2023.

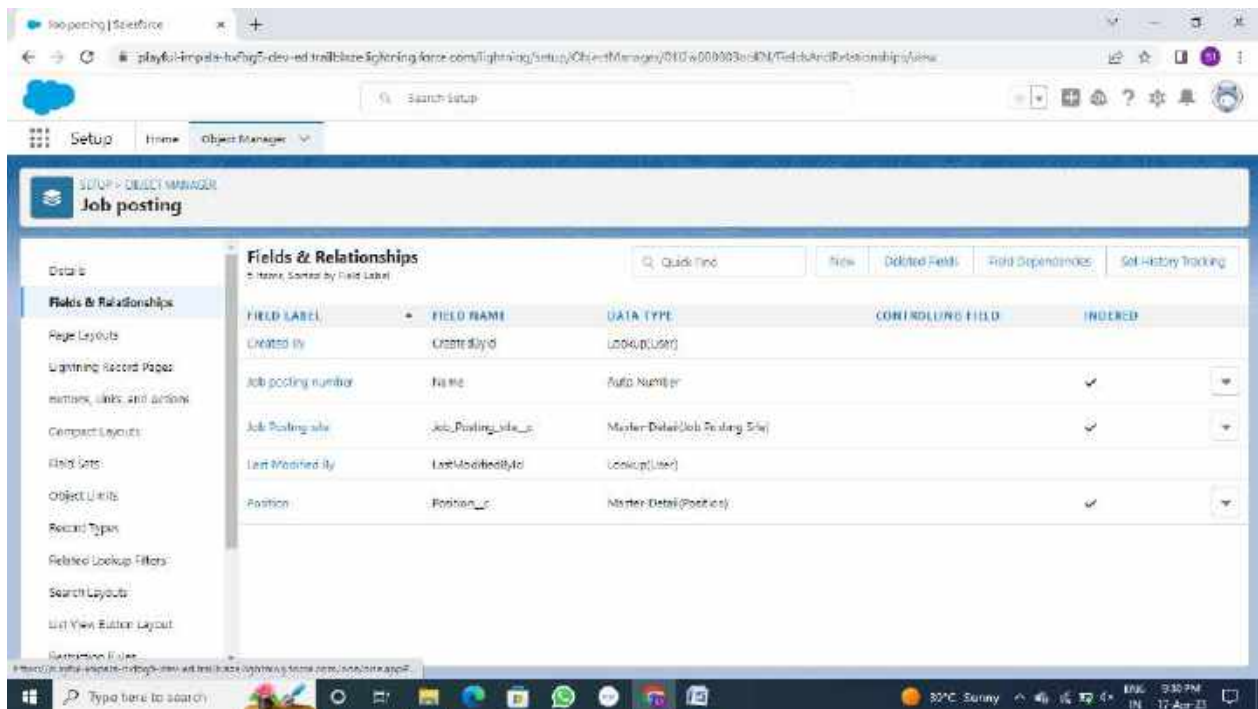
Validation Rule Detail	Active	✓
Rule Name: Technical Site Check on update to Title		
Error Condition Formula: AND(Technical_Site__c, NOT(AND(Description__c)))		
Error Message: Please provide Description	Error Location: Technical Site	
Description:	Created by: BUSE E. 62842923 7/02/2023	Modified by: BUSE E. 62842923 7/02/2023

ACTIVITY 4 : [Job Posting]

Here we create Job Posting object in custom object option.

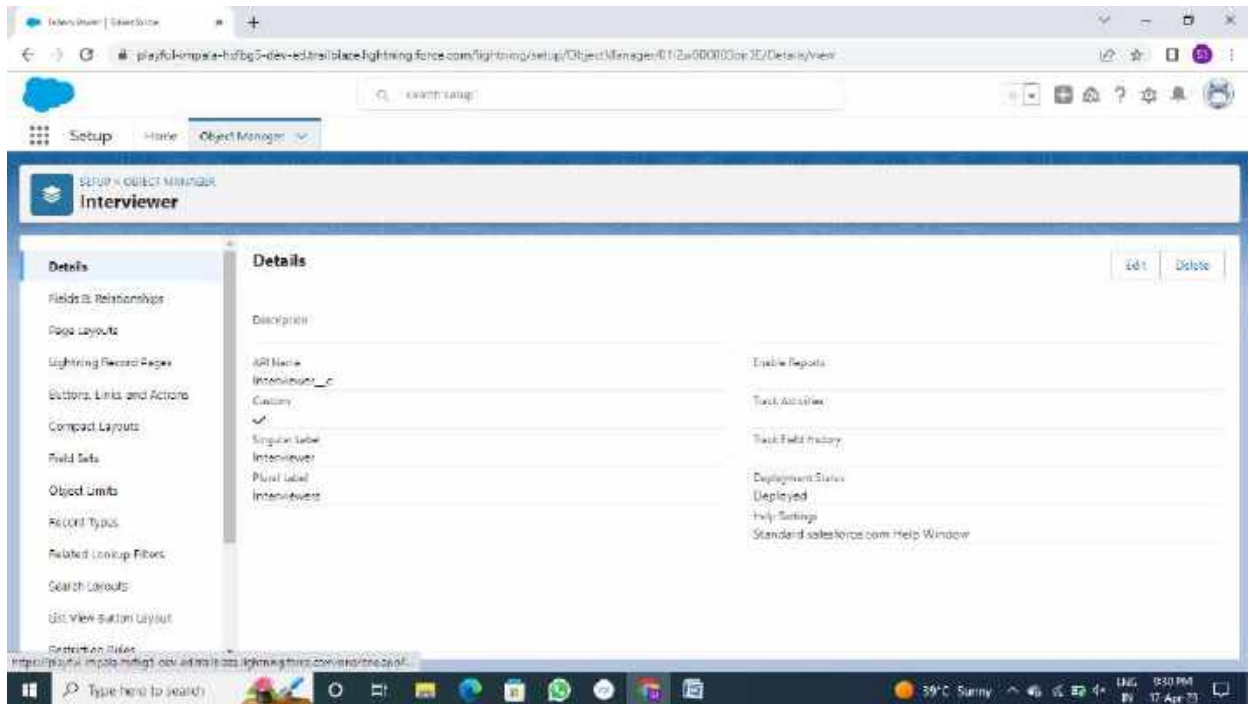


And more Fields created by us. It is very use to identify different data

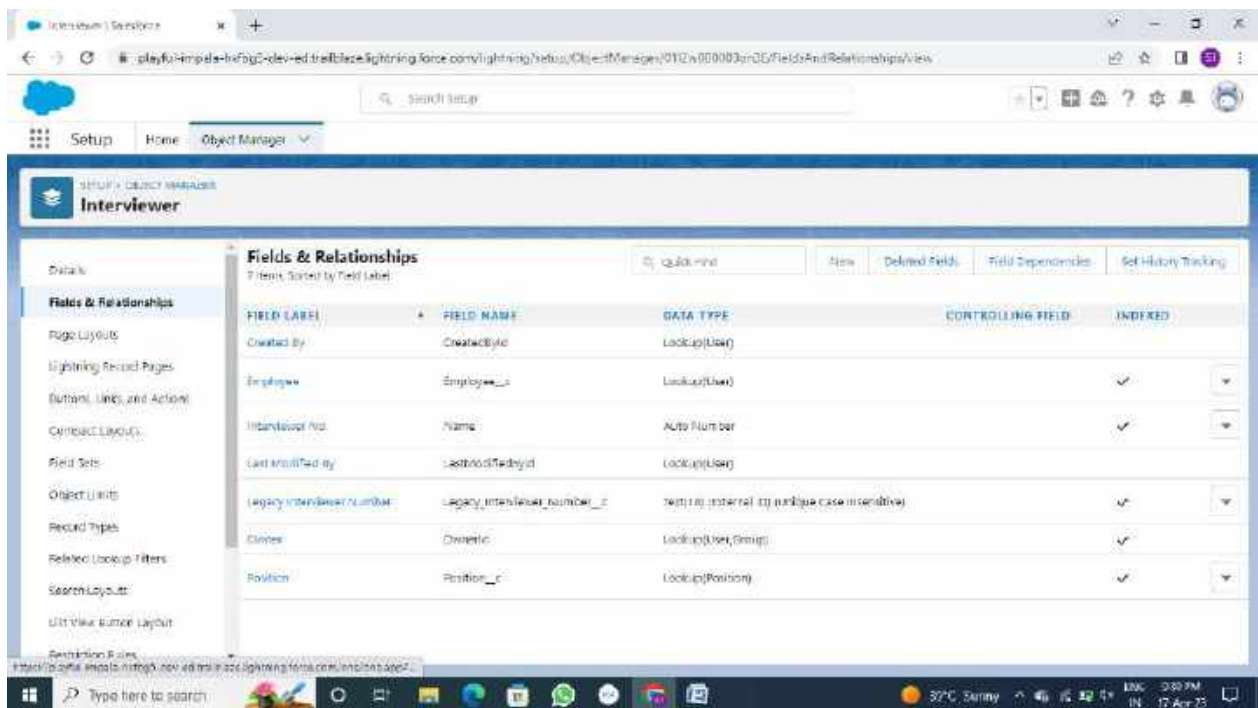


ACTIVITY 5: [Interviewer]

Candidates need to know out Interviewer, so i create Interviewer Objects too.

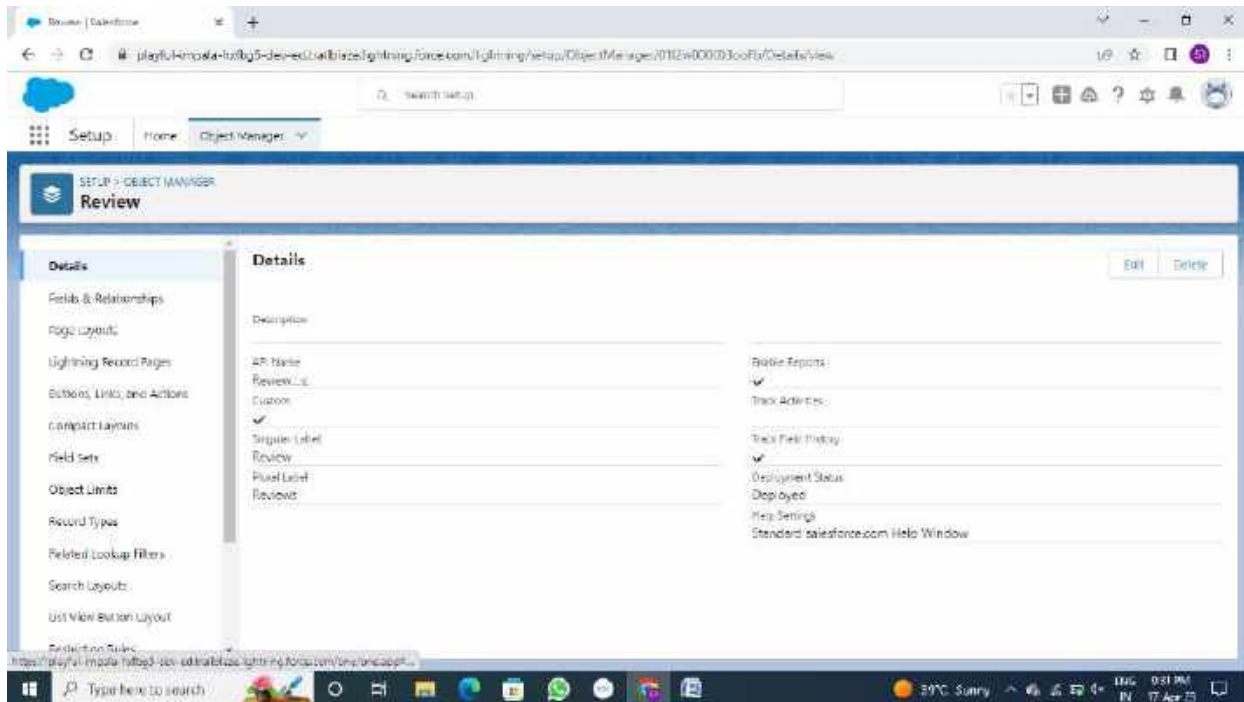


After more fields created by us. For easy to identify the different data.

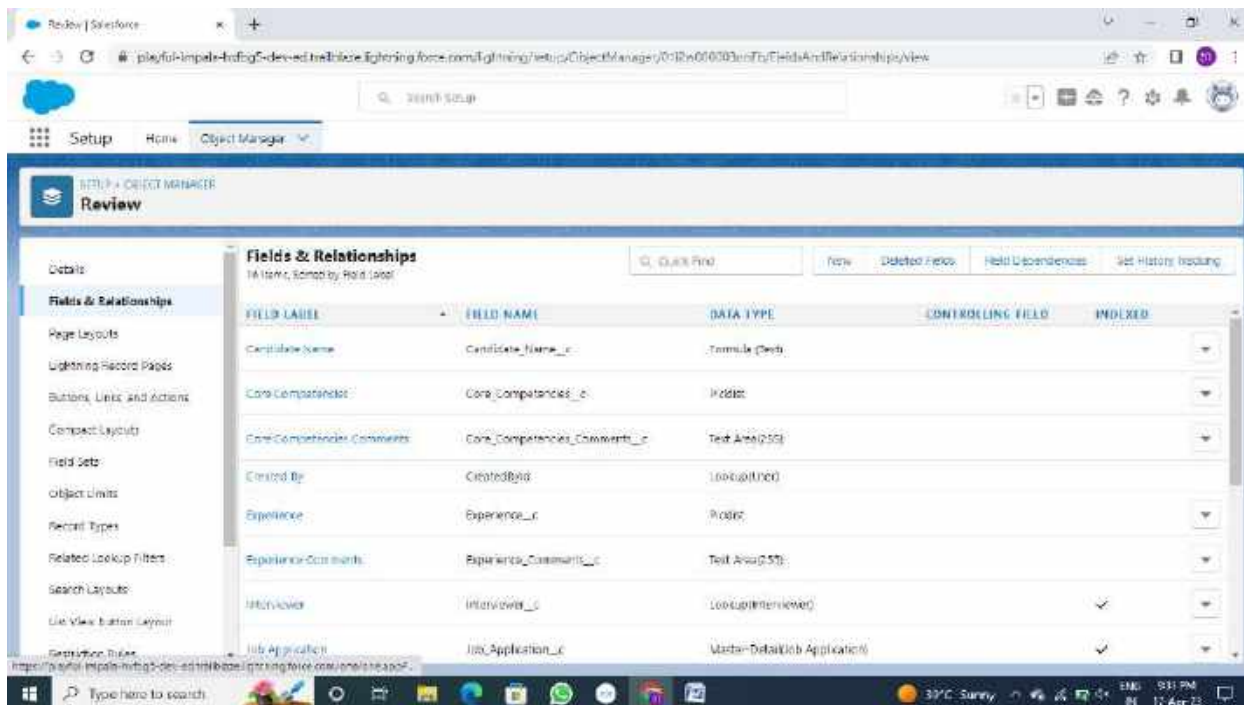


ACTIVITY 6 : [Review]

After all finished, Then company or owners need to know about Comments for all stages, so i create more Review options.

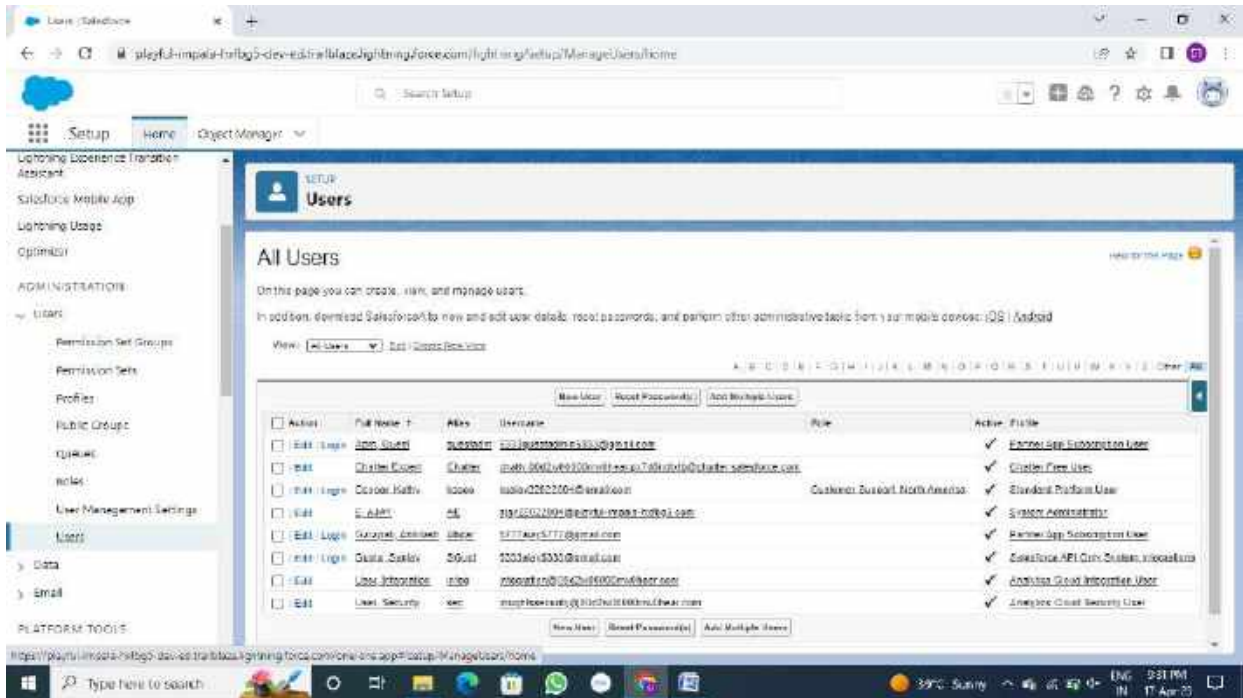


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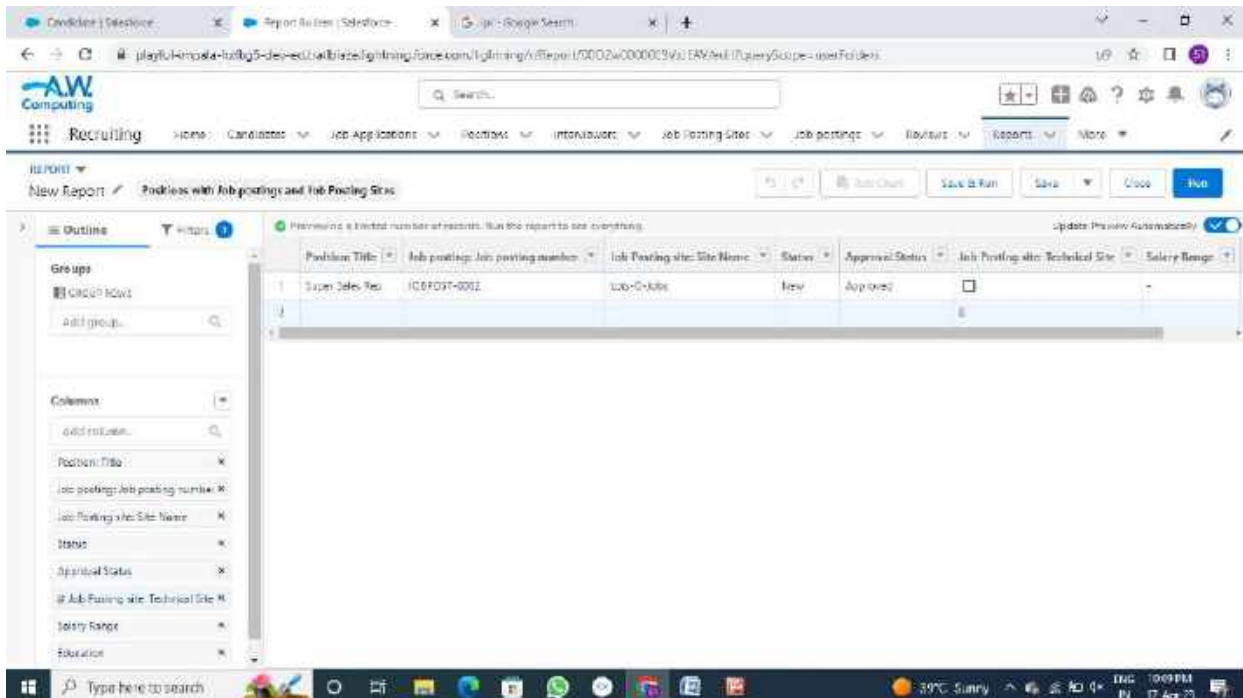


ACTIVITY 7 : [Users]

We want to control all activity. But it is not possible single controller , So I create more Users.



ACTIVITY 8 : [REPORT]



4. Trailhead Profile Public URL

Team Lead -	AJAY E	-	https://trailblazer.me/id/ajaye17
Team Member 1 -	SATHISKUMAR M	-	https://trailblazer.me/id/ssathish51
Team Member 2-	SIVAJI R	-	https://trailblazer.me/id/sivar202
Team Member 3-	Velan A	-	(REDO)

5. ADVANTAGES & DISADVANTAGE

- 1.Better growth
- 2.Better remuneration
- 3.Authority
- 4.Provides better management experience
- 5.Enhanced strategic thinking
- 6.Better job satisfaction
- 7.Communication skills
- 8.Value

6. DISADVANTAGE

- 1.Maintaining a safe distance
- 2.Higher competition
- 3.Lower recognition value
- 4.Greater experience expected
- 5.Conflicts of opinio

7. APPLICATIONS

1. Human resource management is the strategic approach to nurturing and supporting employees and ensuring a positive workplace environment.
2. Its functions vary across different businesses and industries, but typically include recruitment, benefits Compensation, training and development, employee relation.

8. CONCLUSION

The soft and hard Human Resource Management influence on the business and lets them development rapidly. It can improve employee's motivation.

9. FUTURE SCOPE

The role of HR is continuously evolving, and HR professionals can aim to learn about the trends, technologies and operational changes shaping the future of business.