**Use Case –** **Skill based employee requisition**

**IDENTITY SECTION**

**Project: Human Resource Management System(HRMS)**

**ID:**  UC-004

**Use Case Name: Employee Reallocation**

**Priority**: ­­­­­­­­­­­­­­ 🗹 Critical

🞎 Important

🞎 Nice-to-have

**Actor(s):** Manager, HR Executive, Employee   
**Trigger Event:**  Resource requirement with specific skill is raised in the project by Manager.

**Trigger Type:** 🗹 External

🞎 Internal

**Description:** In the HRMS, reallocation module, the HR will assign a resource with specific skills to a required project. This would help in effective resource management.

**PROCEDURAL SECTION**

**Preconditions:**

1. The skill must exist in the database.
2. Skills must be populated against each employee in the database.

**Normal Course**

|  |  |
| --- | --- |
| **Procedure NC 1:** Skill based employee reqisition | |
| **Major Steps for This Process** | **Inputs and outputs for each step** |
| 1. Manager send email to HR executive for a resource with specific skills |  |
| 1. HR searches resource for a specific skill in the database (If resource with required skill not found branch to AC1 or AC2) | <Emp\_Skills Table |
| 1. HR allocates the appropriate resource to the requesting Managers department |  |
| 1. HR updates Manager ID, department ID and status for the employee. | >Employee Table |
| 1. Use case ends |  |

**Alternate Course**

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| --- | --- |
| **Decision Branch AC 1**: (From Step 2) | |
| **Major Steps** | **Inputs and outputs for each step** |
| 1. Employee with specific skills needs to be hired |  |
| 1. The hired employee would be allocated to required department | >Employee Table |
| 1. Back to NC1#4 |  |

|  |  |
| --- | --- |
| **Decision Branch AC 2**: (From Step 2) | |
| **Major Steps** | **Inputs and outputs for each step** |
| 1. Employee would be trained in the required skills | >Employees Table  >Training\_Attended Table |
| 1. The trained employee would be allocated to required department | >Employee Table |
| 1. Back to NC1#4 |  |

**Post Conditions**

1. After allocation of employee to the department, employee status will be updated in the repository
2. In case of new recruitment for a specific skill, employee details would be updated in the system.

**DATA SECTION**

**Summary of Inputs**

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| --- | --- |
| **Inputs** | **Sources** |
| Employee Details | HR\_Systems, Employees table |
| Skills Details | Emp\_Skills Table |
| Training Details | Training\_Courses Table |

**Summary of Output**

|  |  |
| --- | --- |
| **Outputs** | **Destinations** |
| Updated employee status is reflected throughout the system for that employee | HR\_Systems, Employees table |