**USE CASE DESCRIPTION**

1. Register as a Job Seeker

The user accesses the registration section of the job agency system, enters their personal and contact details, creates login credentials, and uploads their CV. Once the information is submitted, the system validates the input, creates a new job seeker profile, and sends a confirmation, enabling the user to start applying for jobs.

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| **Use case name:** | Register as a Job Seeker | |
| **Scenario:** | A user registers on the platform to access job opportunities. | |
| **Triggering event:** | |  | | --- | | The user wants to apply for jobs and must create an account. |  |  | | --- | |  | | |
| **Brief description:** | The user provides personal details, creates login credentials, and uploads their CV to register as a job seeker. | |
| **Actors:** | Job Seeker | |
| **Stakeholders:** | Job Seekers  Employers  System Administrators | |
| **Preconditions:** | The user is not already registered.  The system is online. | |
| **Postconditions:** | A new job seeker account is created and ready to use. | |
| **Flow of activities:** | **Actor** | **System** |
| 1. The user accesses the registration page.  2. The user enters personal details and creates login credentials.  3. The user uploads a CV.  4. The user submits the form. | 1.1 The system displays the registration form.  2.1 The system validates the input.  3.1 The system stores the CV and links it to the profile.  4.1 The system creates a new job seeker account and sends a confirmation email. |
| **Exception conditions:** | If the user is already registered, the system notifies and suggests logging in.  If required fields are missing or input is invalid, the system prompts the user to correct them.  If payment fails, the system asks the user to re-enter payment details or try another method. | |

### 2.Post a Job Listing

### The employer logs in and accesses the job posting section to fill in key details like job title, description, requirements, and salary range. They preview the listing, adjust visibility settings, and submit it for publication. The system verifies the content and makes the job visible to relevant job seekers. Employers can later edit, pause, or close the listing as needed.

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| **Use case name:** | Post a Job Listing | |
| **Scenario:** | An employer posts a job opening on the platform. | |
| **Triggering event:** | The employer wants to advertise a job vacancy. | |
| **Brief description:** | The employer enters job details (title, description, requirements), sets salary/type, and publishes the listing. | |
| **Actors:** | Employer | |
| **Stakeholders:** | |  | | --- | | Employers, Job Seekers, System Administrators | |  | | |
| **Preconditions:** | |  | | --- | | Employer is registered and logged in. The system is online. | |  | | |
| **Postconditions:** | The job is visible to job seekers, and applications can be received. | |
| **Flow of activities:** | **Actor** | **System** |
| 1. Employer navigates to "Post a Job." 2. Employer enters job details (title, description, requirements, salary, location). 3. Employer submits the job posting. | 1. System displays the job posting form. 2. System validates the input. 3. System publishes the job and notifies matching job seekers. |
| **Exception conditions:** | If required fields are missing, the system prompts corrections.  If payment is required (for premium listings), the system processes payment first. | |

### 3.Search and apply for jobs

### The job seeker uses filters like location, industry, or experience level to find suitable job openings. They review job descriptions, compare opportunities, and select roles that match their skills. With one click, they submit their pre-uploaded CV and optional cover letter. The system records the application and notifies the employer for review.

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| **Use case name:** | | **Search and Apply for Jobs** | | --- | |  | | |
| **Scenario:** | A job seeker finds and applies for suitable job openings. | |
| **Triggering event:** | The job seeker wants to explore available jobs. | |
| **Brief description:** | The job seeker filters jobs by keywords/location, reviews details, and submits an application with their CV. | |
| **Actors:** | Job Seeker | |
| **Stakeholders:** | Job Seekers, Employers | |
| **Preconditions:** | Job seeker is registered. Job listings exist. | |
| **Postconditions:** | The application is submitted to the employer. | |
| **Flow of activities:** | **Actor** | **System** |
| 1. Job seeker searches for jobs using filters (keywords, location, salary). 2. Job seeker views job details. 3. Job seeker clicks "Apply" and submits their CV/cover letter. | 1. System displays search results. 2. System shows the full job description. 3. System records the application and notifies the employer. |

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| Exception conditions: | * If no jobs match the search, the system suggests alternative keywords. * If the CV is missing, the system prompts an upload. |

### 4. Manage Job Applications (Employer Side)

### The employer logs in to view all applications received for their posted jobs. They sort candidates by qualifications, experience, or custom tags to identify top matches. After reviewing profiles, they update application statuses (e.g., “Shortlisted” or “Rejected”). The system automatically notifies candidates of status changes via email.

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| **Use case name:** | Manage Job Applications | |
| **Scenario:** | An employer reviews and processes job applications. | |
| **Triggering event:** | An employer checks applications for their posted jobs. | |
| **Brief description:** | The employer views, sorts, and updates application statuses (e.g., shortlist/reject). | |
| **Actors:** | Employer | |
| **Stakeholders:** | Employers, Job Seekers | |
| **Preconditions:** | * Employer has posted at least one job. * Applications exist for the job. | |
| **Postconditions:** | Applications are reviewed, and statuses are updated (e.g., "Rejected," "Shortlisted"). | |
| **Flow of activities:** | **Actor** | **System** |
| 1. Employer logs in and navigates to "My Job Listings." 2. Employer selects a job and views applications. 3. Employer filters/sorts applications (e.g., by experience). 4. Employer updates application statuses. | 1. System displays the employer’s job listings. 2. System shows all applications for the selected job. 3. System allows filtering/sorting. 4. System saves status changes and notifies job seekers. |
| **Exception conditions:** | If no applications exist, the system suggests promoting the job. | |

### 5. Schedule an Interview

### The employer selects a shortlisted candidate and proposes available interview slots via an integrated calendar. The job seeker receives a notification and confirms their preferred time or requests rescheduling. Once agreed, the system syncs the event to both parties’ calendars. Reminders are sent automatically before the interview date.

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| **Use case name:** | Schedule an Interview | |
| **Scenario:** | An employer schedules an interview with a shortlisted candidate. | |
| **Triggering event:** | An employer wants to interview a candidate. | |
| **Brief description:** | The employer proposes interview slots, and the candidate confirms a time. | |
| **Actors:** | Employer, Job Seeker | |
| **Stakeholders:** | Employers, Job Seekers | |
| **Preconditions:** | * The job seeker has applied and been shortlisted. * Both parties are registered. | |
| **Postconditions:** | An interview is scheduled, and both parties receive notifications. | |
| **Flow of activities:** | **Actor** | **System** |
| 1. Employer selects a candidate and clicks "Schedule Interview." 2. Employer picks a date/time and sends an invite. 3. Job seeker receives the invite and confirms availability. | 1. System provides a calendar for scheduling. 2. System sends an email/SMS invite to the job seeker. 3. System updates the interview status upon confirmation. |
| **Exception conditions:** | If the job seeker declines, the system allows rescheduling. | |

### 6. Rate and Review Candidates/Employers

### After an interview, the employer rates the candidate’s skills, professionalism, and fit for the role. Simultaneously, the job seeker provides feedback on the employer’s communication and hiring process. Both reviews are anonymized and displayed on respective profiles. The system aggregates ratings to improve future matches.

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| **Use case name:** | Rate and Review | |
| **Scenario:** | Employers rate job seekers after interviews, and job seekers review employers. | |
| **Triggering event:** | An interview or hiring process is completed. | |
| **Brief description:** | Employers rate candidates; candidates review employers’ hiring process. | |
| **Actors:** | Employer, Job Seeker | |
| **Stakeholders:** | Employers, Job Seekers | |
| **Preconditions:** | * An interview/hiring process has occurred. * The user is logged in. | |
| **Postconditions:** | A review/rating is posted on the respective profile. | |
| **Flow of activities:** | **Actor** | **System** |
| 1. Employer rates the job seeker (skills, professionalism). 2. Job seeker rates the employer (communication, hiring process). | 1. System records the rating and displays it on the profile. 2. System may use ratings for future recommendations. |
| **Exception conditions:** | * If a user tries to rate multiple times, the system prevents it. | |