

**ONLINE JOB APPLICATION SYSTEM
FOR
ILOCOS SUR POLYTECHNIC STATE COLLEGE**

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Chapter I

INTRODUCTION

Project Context

Do you need to start a job search, but aren't sure how to go about applying for jobs? How you apply for jobs depends on the type of position you are seeking, and how the company accepts applications. In many cases, you'll be able to apply online or email your job application. In others, especially for part-time, hospitality, and retail positions, you can apply in person. In order to apply for a job online and to complete online job applications, you'll need an e-mail address to use for job searching, Internet access, an up-to-date resume, a cover letter for some jobs, and your employment history details. Most employers require applicants to complete a job application, even if they submit a resume and cover letter. Employers use job applications to ensure that they have consistent information for all candidates.

In addition, by signing a job application or acknowledging online that the information in the application is accurate, the candidate is attesting to their job and educational history. This means that you can be denied employment or fired in the future if you aren't truthful about your employment record. (jobapplicationtips.htm)



The main advantage is speed, when you apply with a paper application, you had to submit it professionally by coming in dressed nicely and clean. But with online applications, you get to apply dressed whatever you like. You can apply naked, in your underwear, dirty, filthy, and whatever you like. This is good for people who has social disabilities.

This also have no waiting required, paper applications require that you wait in line to give the company your job application. An online application allows you to submit the application the second you get there. The only thing you will have to wait for is the loading, which can be a pain in the butthole if you have a slow computer.

The disadvantage of the system is unsavable applications/assessments. If the power goes out, your computer freezes, or if you are forced to get off the computer during the application process, some applications have it where you cannot save it. There is a possibility of you have to start over from the beginning.

(city-data.com,2005-2015)

An online job application is an application for a job that is filled out online. The online job application is replacing the paper / pen / pencil job application form that was traditionally filled out while a job applicant visited a company or waited for an interview. Online job applications are increasingly the job application of choice for



employers. Employers are moving much of their talent management including job applications, applicant tracking, applicant pre-screening, and applicant management online. Online job applications are paperless, require no human intervention in storage or retrieval, more efficient, and save staff time while meeting the requirements for nondiscriminatory hiring based on an applicant's qualifications for a job.

Most online job applications specify how often an applicant can apply to the company and the next steps a successful applicant can expect. They also specify how long, and for what positions, the candidate will be considered. There are thousands of websites where you can post your resume online and complete an online job application. Applicants either apply online via a job board, like Monster.com, or apply online directly at the company's web site.

In some cases, job seekers are required to register and to build an employment profile. Once you've built your profile, you can apply for jobs online and set up search agents to email you when new jobs are added to the system. Applicants can then apply online for specific positions at any time that is convenient for them, with just a few mouse clicks. At larger employers, and on many job sites, job seekers can keep track of the positions they have applied for. Some sites let you upload an existing resume with the click of a button. On other sites, you can copy and paste



from your resume or use a resume builder that is incorporated into the application system.

Based on the observation of the researchers applicants are not immediately notified by the administrator regarding to their job because most of the time the admin are too busy they don't have a lot of time to check all the papers of the applicant.

In this regard, the proponents were motivated to create and develop a Online Job Application for ISPSC so that the HR can easily access and see the information about the applicants.

Purpose and Description

This research study will help the following persons for several purposes and reasons:

Applicants. The proposed system will help the applicants to apply a Job online. The applicants could pass their resumes through online to the said company more faster and easier. It can save more times and efforts. The applicant can also apply anytime and anywhere through online.

Ilocos Sur Polytechnic State College. The creation of this website offers great contribution for more easier of applying a job through online. The company can see immediately the information about the applicant once they browse the website.



Researchers. The researchers had applied their knowledge about different principles in creating a system. It enhances their skills in programming as well as in grammar.

Future Researchers. It will benefit the future researcher because this study will serve as their basis and guidance towards their proposed. So that they would have ideas on what more they can do with their proposed studies.

Objectives

This study was conducted to create an online Job application system for Ilocos Sur Polytechnic State College.

Specifically, it sought to achieve the following:

1. Identify the existing job application System of ISPSC
2. Design and develop an Online System for Job Application
3. Test the developed system

Scope and Limitation



The study was conducted from November 2014 to February 2015 at ISPSC. This study was conducted to create an Online Job Application System for ISPSC. This study had focused on the development of an Online Job Application for ISPSC. The implementation of the system is not included in this study since it would depend upon the approval of the management.

It contains the vision and mission of the company. The online job application can help the applicant to apply through online. They can also submit their resume through online and notify the applicant about the job. The admin can also post job vacancies. The website can only be updated by the administrator and the officials of the company/school.



Chapter II

REVIEW OF LITERATURE

Manual system

Manual systems put pressure on people to be correct in all details of their work at all times, the problem being that people aren't perfect, however much each of us wishes we were. With manual systems the level of service is dependent on individuals and this puts a requirement on management to run training continuously for staff to keep them motivated and to ensure they are following the correct procedures. It can be all too easy to accidentally switch details and end up with inconsistency in data entry or in hand written orders. This has the effect of not only causing problems with customer service but also making information unable be used for reporting or finding trends with data discovery. Reporting and checking that data is robust can be timely and expensive. This is often an area where significant money can be saved by automation.

It takes more effort and physical space to keep track of paper documents, to find information and to keep details secure. When mistakes are made or changes or corrections are needed, often a manual transaction must be completely redone rather than just updated. With manual or partially automated systems information often has to be



written down and copied or entered more than once. Systemization can reduce the amount of duplication of data entry.

Another impact of manual systems is on Customer service. Customer queries can be difficult to respond to as information is stored in different places and may even require that you find the right person before being able to respond. This is no good if they are out to lunch or only work part time. (www.endeavour.co.nz,)

Online Job Application

An online application is a meeting of employers and potential employees in a virtual space. It uses the connectivity of the Internet to drive real-time interaction between parties in various geographic locations.

Online job application save money and time. The format also allows job seekers to access a wider pool of employers with less effort. In fact, the employer pool for an online job application is limited only by the organizer's ability to engage companies. The true benefit of the use of technology in this instance is in breaking down economic barriers to successful engagement. (jobsearch.about.com,)



Website

There are thousands of websites where you can post your resume online and complete an online job application. Applicants either apply online via a job board, like Monster.com, or apply online directly at the company's web site.

In some cases, job seekers are required to register and to build an employment profile. Once you've built your profile, you can apply for jobs online and set up search agents to email you when new jobs are added to the system.

Applicants can then apply online for specific positions at any time that is convenient for them, with just a few mouse clicks. At larger employers, and on many job sites, job seekers can keep track of the positions they have applied for.

How Online Job Application Systems Work

Some sites let you upload an existing resume with the click of a button. On other sites, you can copy and paste from your resume or use a resume builder that is incorporated into the application system. Once you have uploaded your resume, you will be able to search for jobs that interest you and submit your application or resume with a click of your mouse.



Applying For Jobs on Company Websites

If you are interested in working for a particular company, visit their website. Career information is usually listed in the "Careers" or the "About Us" section of the site. Follow the instructions for searching for and applying to jobs online. Here's how to apply for jobs at company websites.

What You Need to Apply Online

Online application systems typically ask for your contact information, educational background and employment history. You will need to know when you worked and what you were paid at your previous jobs. You may also be asked what days and hours you are available to work.

Online Employment Tests

Depending on the company, you may need to take - and pass - an online test to be considered for employment. Pre-employment tests, also called talent assessments, employment tests, or career tests, are used to help an employer identify candidates who will be a good fit for jobs at the company.

Most employers require applicants to complete a job application, even if they submit a resume and cover letter. Employers use job applications to ensure that they have consistent information for all candidates. In addition, by signing a job application or acknowledging online that the information in the application is accurate, the candidate



is attesting to their job and educational history. This means that you can be denied employment or fired in the future if you aren't truthful about your employment record. Before you complete a job application, either online or in-person, it's important to have all the information you need to complete the application on hand.

(jobsearch.about.com,)



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