1.Cover Letter (CV Short) (Text Field)

2.Fresher/Exp (Checkbox)

* Fresher (Click) -Area of Interest
* Exp (Click) – Area of Domine

**2. Candidate Information**

* Candidate Full Name: *(Text field)*
* Email Address: *(Text field)*
* Phone Number: *(Text field)*
* Current Job Title: *(Text field)*
* Years of Experience: *(Dropdown: 0-2 years, 3-5 years, 5+ years)*
* Key Skills: *(Text field or Multi-select Dropdown: e.g., Java, Python, Design)*
* Education Level: *(Dropdown: Bachelor’s, Master’s, PhD, etc.)*
* Certifications: *(Text field)*
* Previous Employer: *(Text field)*
* LinkedIn Profile or Portfolio Link: *(Text field)*
* Resume Upload: *(File upload option)*

**3. Job Details**

* Job Applied For : *For the 'Job Applied For' option: if option 1 (Store in DB) is selected, the details will be stored in the database. If option 2 (Apply for Job) is selected, a job link or ID will be displayed*
* Preferred Location: *(Dropdown or Text field)*
* Relationship to Candidate: *(Dropdown: Friend, Former Colleague, Family, Other)*
* Why are you recommending this candidate?: *(Text field)*

**4. Referral Status Tracking (Optional)**

This can be auto-generated and visible after submission:

* **Referral Status**: *(Pending, Interview Scheduled, Hired, Rejected - Auto-updated)*
* **Interview Date**: *(Auto-updated based on scheduling)*
* **Referral Date**: *(Auto-filled)*

**Admin View:**

* Admins should have access to filter referrals by department, position, or technology, Employee ,Fresher/ Exp.
* **CV Repository Access:** Admins can maintain a bank of all referred CVs for future reference.

**Correction**

1. Default -All Employees-C
2. Remove Assigned by table
3. For 'Assigned By' field, use the user table. If an external person needs to be added as 'Assigned By,' please ensure they are included in the user table with the '**Client**' flag.-c
4. Change “requirement’ to ‘**Task Type’ -C**
5. In the 'Apply Leave' field, only dates from the current and previous week should be selectable. All other dates should appear dimmed and un selectable.-nc
6. After applying for leave, a success message saying **'Leave application submitted successfully**.' should appear, but it should not be shown as an alert.(Bootstrap)-c
7. After submitting a WFH request, the message **'Your request has been sent successfully**.' -cshould appear.
8. Change to ‘From Date’ ‘From Session’ ‘To date’ ‘To session’ in WFH Request. Lable –‘Session’-C
9. If you select FN in the 'From' field and AN in the 'To' field **You cannot apply for leave on the same day from FN to AN.-** Nc
10. If the 'To' date is selected before the 'From' date, display the message**: 'To Date cannot be earlier than From Date. Please select a valid date.'**

**Employee Referral Form**

**Section 1: Cover Letter**

* Text Box: Brief introduction about the employee referral program.
* ~~Instructions on how to fill out the form and submission guidelines.~~
* Fresher/Exp (Checkbox)

1. Fresher (Click) -Area of Interest
2. Exp (Click) – Area of Domine

**Section 2: Candidate Information**

* Candidate Full Name: *(Text field)*
* Email Address: *(Text field)*
* Phone Number: *(Text field)*
* Current Job Title: *(Text field)*
* Years of Experience: *(Dropdown: 0-2 years, 3-5 years, 5+ years)*
* Key Skills: *(Text field or Multi-select Dropdown: e.g., Java, Python, Design)*
* Education Level: *(Dropdown: Bachelor’s, Master’s, PhD, etc.)*
* Certifications: *(Text field)*
* Previous Employer: *(Text field)*
* LinkedIn Profile or Portfolio Link: *(Text field)*
* Resume Upload: *(File upload option)*

**Section 3: Job Details**

* Job Applied For : For the 'Job Applied For' option: if option 1 **(Store in DB)** is selected, the details will be stored in the database. If option 2 **(Apply for Job)** is selected, a job link or ID will be displayed
* Preferred Location: *(Dropdown or Text field)*
* Relationship to Candidate: *(Dropdown: Friend, Former Colleague, Family, Other)*
* Why are you recommending this candidate ?: *(Text field)*