**SRS DOCUMENT**

TITLE: **EMPLOYEE RECRUITMENT SYSTEM**

Introduction:-

Purpose

The purpose of this document is to specify the requirements for the development of an Employee Recruitment System. The system mainly focuses on the recruitment process by providing a centralized platform for managing job postings, candidate applications, and the overall recruitment workflow.

Scope

The Employee Recruitment System will be a web-based application that allows the HR department to post job vacancies, track candidate applications, and facilitate the recruitment process. It will include features such as job posting management, candidate database, application tracking, and interview scheduling, and reporting.

Definitions:-

SRS: Software Requirements Specification

HR: Human Resources

FUNCTIONAL REQUIREMENTS:-

Product Perspective

The Employee Recruitment System will be developed as a standalone web application that will interact with the HR department and potential candidates. It will integrate with existing HR systems, such as employee databases, payroll systems, and email services.

The system should allow candidates to create profiles with their personal and professional information.HR personnel can search and filter candidate profiles based on various criteria.HR personnel can view detailed candidate profiles.

Application Tracking

The system should allow HR personnel to track the status of candidate applications.HR personnel can mark applications as received, under review, shortlisted, rejected, or hired.HR personnel can add notes and comments to application records.HR personnel can update the application status throughout the recruitment process.

Interview Scheduling

The system should enable HR personnel to schedule and manage candidate interviews.HR personnel can schedule interviews and assign interviewers. The system should send interview notifications to candidates with details such as date, time, and location.HR personnel can view and manage the interview schedule.

The system should generate reports on job postings, application statistics, and recruitment progress. The system should provide pre-defined report templates.HR personnel can generate reports based on selected criteria, such as date range, department, or job type.

NON FUNCTIONAL REQUIREMENTS:-

Job Posting Management

HR personnel can create, edit, and remove job postings. Job postings should include details such as job title, description, requirements, and application deadline.

Candidate Database:

The system should provide a database for storing candidate profiles and application information.HR personnel can search, filter, and view candidate profiles based on various criteria.

HR personnel can create new job postings with details such as title, description, requirements, and deadline.HR personnel can edit existing job postings.HR personnel can remove job postings. Job postings should be categorized by departments or job types. The system should maintain a database for storing candidate profiles and application information.

Performance

The system should support a large number of concurrent users. Response times for critical operations should be fast to ensure a seamless user experience.

AVAILABILITY

The system must run for: 27 x 7 without 99.99% failure.

Security

The system should ensure data privacy and protection. User authentication and authorization mechanisms should be implemented. Candidate information should be securely stored and accessible only to authorized personnel.

Usability

The user interface should be intuitive, user-friendly, and responsive. Help documentation and tooltips should be available to assist users.

Reliability

The system should be available and accessible 24/7 with minimal downtime. Data integrity and consistency should be maintained.

BUISNESS ENTITIES: -

Employee, candidate, HR, interviewers, User , Employer

BUISNESS OPERATIONS:-

Development, Recruitment, Job posting, application tracking, scheduling, Reporting, management, review, shortlist, reject, hire