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## Interviewium

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### 🎯 Objective

- ★ **Vision:** Interviewium should be used by companies to **manage** their **Interview process** and **Interviewee** should get a **good experience**. All the Personas evolved should seamless experience.
- ★ **Goals:** Our goal is to create a **platform** where **HR, Interviewer, Interviewee** can follow a **process driven** approach of hiring rather than HR driven. We want to remove the hurdle of managing all interviewee through excel, going back and forth for deciding timings.
- ★ **Personas:** **HR, Interviewer, Interviewee.**

### 🔗 Figma Link : [Interviewium](#)

### 🔧 Functionality & Features

#### 🚀 V1 - MVP

Functionality	User Signup
Features	<ol style="list-style-type: none"><li>1. Signup</li><li>2. Login</li><li>3. Reset Password</li><li>4. Logout</li></ol>
User value	<i>Helps user to Sign in quickly, without much of an information to be filled for the same.</i>
Assumptions	<i>If users take more time to sign up, users tend to leave the platform without signing in.</i>
Not doing	<ol style="list-style-type: none"><li>1. Sign in with OTP</li></ol>
Acceptance criteria	<ol style="list-style-type: none"><li>1. Sign up with Google</li><li>2. Signup with Email/password</li></ol>

Functionality	Persona Signup Action Items
Features	<ol style="list-style-type: none"><li>1. Interviewee Signup Action Items</li><li>2. Interviewer Signup Action Items</li><li>3. HR Signup Action Items</li></ol>
User value	<i>The user is quickly able to get started on our platform, without feeling nebulous or vague on what next. Swifter on boarding times.</i>
Assumptions	<i>User confusion, once signing in on a platform, is never a good thing. It turns off the user &amp; they might start contemplating on easier to use alternatives</i>

Not doing	<i>Reward based gamification, for completing action items</i>
Acceptance criteria	<i>The user is able to see a clear, visually appealing action items page upon signing up. The page shall also let the user know at which step they are in, and which steps are yet to be completed.</i>

Functionality	<i>Interviewee Experience</i>
Features	<ol style="list-style-type: none"> <li>1. Search &amp; apply for Jobs</li> <li>2. Interviewee Profile <ol style="list-style-type: none"> <li>a. Fill in basic / required details</li> <li>b. Upload Resume</li> </ol> </li> <li>3. Book an interview slot, upon HR shortlisting</li> <li>4. Ability to view lists of jobs applied, along with its status (resume viewed, shortlisted, rejected)</li> <li>5. View interview process dashboard, for the job applications the candidate have been shortlisted for</li> <li>6. Interview dashboard for interviewees <ol style="list-style-type: none"> <li>a. Time of past / upcoming interviews</li> <li>b. Joining links (Zoom / Google Meet / Teams)</li> <li>c. Status of interview round</li> <li>d. Interviewer feedback for the interview round</li> </ol> </li> </ol>
Purpose	<i>To empower the interviewee with all necessary tools and views to enjoy an efficient &amp; elegant interviewing experience.</i>
User problem	<ol style="list-style-type: none"> <li>1. Jobs seekers have to go back and forth for interview timing scheduling with HRs</li> <li>2. Candidates cannot understand the interview process as a whole, and often have opaque visibility on the company interview process</li> <li>3. Interviewees are not notified most of the time, if they are rejected, leading to anticipatory pain for interviewees (might as well lead to temporary emotional / mental challenge)</li> </ol>
User value	<ol style="list-style-type: none"> <li>1. Interviewees are easily able to search, shortlist and apply for company job openings.</li> <li>2. Interviewee retains the power to choose an interview time, that suits his / her convenience.</li> <li>3. Candidates can have complete visibility (helicopter view) of the job's interview process.</li> <li>4. Candidates are notified on interview round status, along with feedback</li> </ol>
Assumptions	<i>Interviewees are grappling with the problems of company job openings visibility, rigid interview times, vagueness or confusing interview processes &amp; zero / delayed interview feedback cycles.</i>
Not doing	<i>Automated resume scanning, eliminating the need for the interviewee to manually key in basic / required details.</i>
Acceptance Criteria	<ol style="list-style-type: none"> <li>1. The interviewee is easily able to search and apply jobs on our platform</li> <li>2. Candidate has an interview application dashboard with information on current application status</li> <li>3. Candidate has an interview process information view dashboard</li> </ol>

	<ol style="list-style-type: none"> <li>4. Candidates can view and block interviewer's slots for the interview, on their own &amp; at their discretion (without HR's involvement)</li> <li>5. Interviewee is able to get a 360-degree view on the job's interview process</li> <li>6. Interviewee has an interview dashboard of past / upcoming interviews, with interview status and feedback</li> </ol>
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Functionality	Interviewer Experience
Features	<ol style="list-style-type: none"> <li>1. Quick link based sign up for interviewers</li> <li>2. Ability to feed in available slots to take interviews</li> <li>3. Easy past / upcoming interview tracking</li> <li>4. Easily provide interview feedbacks to both stakeholders (HRs &amp; interviewees)</li> </ol>
Purpose	Thunder fast interviewer on boarding, along with ability and flexibility to choose their available times (leading to drastic reduction of HR scheduling conflicts) Easy interview rounds tracking using envisioned interview rounds dashboard.
User value	<ol style="list-style-type: none"> <li>1. Fast sign up time</li> <li>2. No more remembering the interviews to take, for what interview feedback remains &amp; hassle loaded scheduling conflicts</li> </ol>
Assumptions	<ol style="list-style-type: none"> <li>1. Interviewers are time crunched employees, for whom interviewing is just a part of the job.</li> <li>2. They don't appreciate lengthy on boarding processes nor they appreciate bureaucratic interview scheduling (traditional email or phone based back and forth with HRs, at times)</li> <li>3. They wish to get the job done, with minimal time investment from their end.</li> </ol>
Not doing	In platform note taking system for interviewers, for live on-the-go interview round pointers / feedback record
Acceptance Criteria	<ol style="list-style-type: none"> <li>1. Interviewer is able to one click sign up onto the platform</li> <li>2. They are able to select availability using Calendly widget</li> <li>3. Interviewers can track all their interview rounds taken at one place</li> <li>4. 1-click HR &amp; interviewee feedback providence feature for the interviewers, after each interview round</li> </ol>

Functionality	HR Experience
Features	<ol style="list-style-type: none"> <li>1. Post company job openings</li> <li>2. 1-click add company's interviewer to the portal with just the interview's email <ol style="list-style-type: none"> <li>a. Interviewer will get sign-up invitation email</li> </ol> </li> <li>3. Dashboard to view list of past Interviews <ol style="list-style-type: none"> <li>a. Date/Time of those interview rounds</li> <li>b. Candidate's Resume</li> <li>c. Selected / Rejected verdict for the round</li> <li>d. Interview round feedback received from interviewer for HR</li> <li>e. Interviewer's Name</li> <li>f. Interviewer's Email</li> </ol> </li> </ol>

	<ol style="list-style-type: none"> <li>4. List of Scheduled interviews <ol style="list-style-type: none"> <li>a. Date/Time of scheduled interview rounds</li> <li>b. Candidate's Resume</li> <li>c. Selected / Rejected verdict</li> <li>d. Interview round feedback received from interview for HR</li> <li>e. Interviewer Name</li> <li>f. Interviewer Email</li> </ol> </li> <li>5. Offer / Reject Dashboard <ol style="list-style-type: none"> <li>a. Extend offer to interviewee, along with an email</li> <li>b. View candidate's offer acceptance status</li> <li>c. Reject candidate, along with an email</li> </ol> </li> <li>6. Assign Interviewee to Interviewer</li> <li>7. Hiring Stats <ol style="list-style-type: none"> <li>a. Grand total of interviews scheduled by HR</li> <li>b. Number of interviews that actually took place</li> <li>c. Number of offers made</li> <li>d. Number of offers accepted</li> </ol> </li> </ol>
Purpose	<i>Significantly reduce HR's hassles. Allow HR to function as an independent fast unit, rather than being a mediatory between the interviewee and the interviewers.</i>
User value	<ol style="list-style-type: none"> <li>1. Reduced bureaucratic and time consuming back and forth</li> <li>2. No traditional scheduling problems</li> <li>3. Easy interview tracking's, with easily digestible stats</li> <li>4. Quick make-offer or reject candidature functionality</li> </ol>
Assumptions	<i>Hiring HRs would prefer to actually focus on their job of creating and posting job applications &amp; track interview rounds in real time. Their significance, we believe, is more post offer decision stage - rather than the traditional minute involvement of HRs in the interview transpiring stage itself</i>
Not doing	<p><i>Ability to view Interviewer's stats</i></p> <ol style="list-style-type: none"> <li>1. Unique offering from our end to view which interviewer is performing the best / better</li> <li>2. We envision to do this by tracking the stats of "interviewer effectiveness". This is done by tracking out of how many candidates approved by the interviewer in their taken round - the number of candidates that are able to actually bag an offer. This naturally excludes bar raiser / leadership interviewers, who are generally tasked to take the final round.</li> <li>3. Via this, we aim to cultivate interviewer collaboration and not competition, implying an adept interviewer could share pointers on what makes them more effective</li> </ol>
Acceptance Criteria	<ol style="list-style-type: none"> <li>1. HR is able to easily on-board onto Interviewium, with a quick and clear sign up process</li> <li>2. HRs are able to extend 1-click sign up invitation to interviewers</li> <li>3. HRs can track all past / upcoming interview rounds</li> <li>4. Single page solution to extend offer and reject candidates</li> <li>5. Easily digestible YTD (Year To Date) interview stats view</li> </ol>

## V2 – Roadmap

- ★ **Automated resume scan** and details filling experience for the interviewee.
- ★ **Skill based interviewer - interviewee matching** functionality, reducing HR's decision making time.
- ★ **Interviewer stats** to help budding interviewers.
- ★ **Payments** to unlock premium features on the platform.
- ★ **Subdomain** allotment to organisations.
- ★ **Alerts, reminders and notifications** to personas.