

EM

Elite Mindz

My Pending Task

Ex & AR Dashboard

My Account

Org Chart

Welcome admin

Logout

Dashboard

HR Management

CRM

Administration

LMS

Employee Master

Recruitment Module

DMS

RBAC

Admin Setting

Job Description

Post Vacancy Opening

Candidates Profile

Candidate Shortlisted

Fixed & Schedule Interview

Interview Status

Background Verification

HR Dashboard

On-Boarding Employee

EM

Elite Mindz

My Pending Task

Ex & AR Dashboard

My Account

Org Chart

Welcome admin

Logout

Dashboard

HR Management

CRM

Administration

LMS

Employee Master

Recruitment Module

DMS

RBAC

Admin Setting

New

Offers

EM

Elite Mindz

My Pending Task

Ex & AR Dashboard

My Account

Org Chart

Welcome admin

Logout

Dashboard

HR Management

CRM

Administration

LMS

Employee Master

Recruitment Module

DMS

RBAC

Admin Setting










FROM

TO

Offering

Cancel Offer

Background Verification

S. No.	Candidate Name	E-Mail ID	Mobile No.	Job - Type	Application Date	Action
1.	Sachin	sachin@gmail.com	97897 78657	PMO	02-02-2023	  
2.	Rahul	rahul@gmail.com	97897 78657	PMO	01-02-2023	  
3.	Aman	aman@gmail.com	97897 78657	PMO	01-02-2023	  

EM

Elite Mindz

My Pending Task

Ex & AR Dashboard

My Account

Org Chart

Welcome admin

Logout

Dashboard

HR Management

CRM

Administration

LMS

Employee Master


Recruitment Module

DMS

RBAC

Admin Setting

Background Verification



{{CANDIDATE-NAME}}

PHONE NUMBER

98765

1234567890

Dear {{candidate-name}},

It is my pleasure to extend you an offer to join as a {{position}}. We would love to have you join us at our Engineering location office on {{start-date}}.

The total pay offered to you will be {{salary}}.

Welcome aboard! Let's build great things together.

Please convey your acceptance by signing this document before {{offer expiry date}}.

Regards,

HR (Signature name)

Offering name/signature (Signature name)

Offering name/signature (Signature name)

Sincerely,

Signature

Send

EM

Elite Mindz

My Pending Task

Ex & AR Dashboard

My Account

Org Chart

Welcome admin

Logout

Dashboard

HR Management

CRM

Administration

LMS

Employee Master

Recruitment Module

DMS

RBAC

Admin Setting

TO

CC

Send

EM

Elite Mindz

My Pending Task

Ex & AR Dashboard

My Account

Org Chart

Welcome admin

Logout

Dashboard

HR Management

CRM

Administration

LMS

Employee Master

Recruitment Module

DMS

RBAC

Admin Setting

New

Offers

EM

Elite Mindz

My Pending Task

Ex & AR Dashboard

My Account

Org Chart

Welcome admin

Logout

Dashboard

HR Management

CRM

Administration

LMS

Employee Master

Recruitment Module

DMS

RBAC

Admin Setting







FROM

TO

On-Board Employee

Details Received

On-Boarding

S. No.	Candidate Name	E-Mail ID	Mobile No.	Job - Type	Application Date	SPOC Name	SPOC Contact No.	Action
1.	Sachin	sachin@gmail.com	97897 78657	PMO	02-02-2023	Rajiv	97897 78657	 
2.	Rahul	rahul@gmail.com	97897 78657	PMO	01-02-2023	Vijay	97897 78657	 
3.	Aman	aman@gmail.com	97897 78657	PMO	01-02-2023	Vinay	97897 78657	 

Link will go to Candidate Contact no. & E-Mail

When open a link, Go to Employee Form, & Fill Details

Employee Information

Personal Details

Previous Employment Details

Document Details

EMPLOYEE INFORMATION

Mr./Mrs.

First name

Middle Name

Last Name

Gender

D. O. B

D. O. J

Choose File

Mobile No.

personal E-Mail

Current Address

Address

Country

State

City

PINCODE

Permanent Address

☒ Same as Current

Address

Country

State

City

PINCODE

Employee Information

Personal Details

Previous Employment Details

Document Details

Personal Details

Alternate No.

Blood Group




Marital Status

Spouse Name

PAN Card

Aadhar Card

Family Details

Family Member Name	D. O. B	Relation With	Contact No.	Remark	Action
					
					 



Employee Information

Personal Details

Previous Employment Details

Document Details

Previous Employment Details

Company Name	Position	From date	To Date	Last Drawn salary	Reason Of Leaving	Location	Action
							 




Employee Information

Personal Details

Previous Employment Details

Document Details

Document Details

Attachment	Document Type	Document Name	Description	Action
				 

UPLOAD

SAVE

