



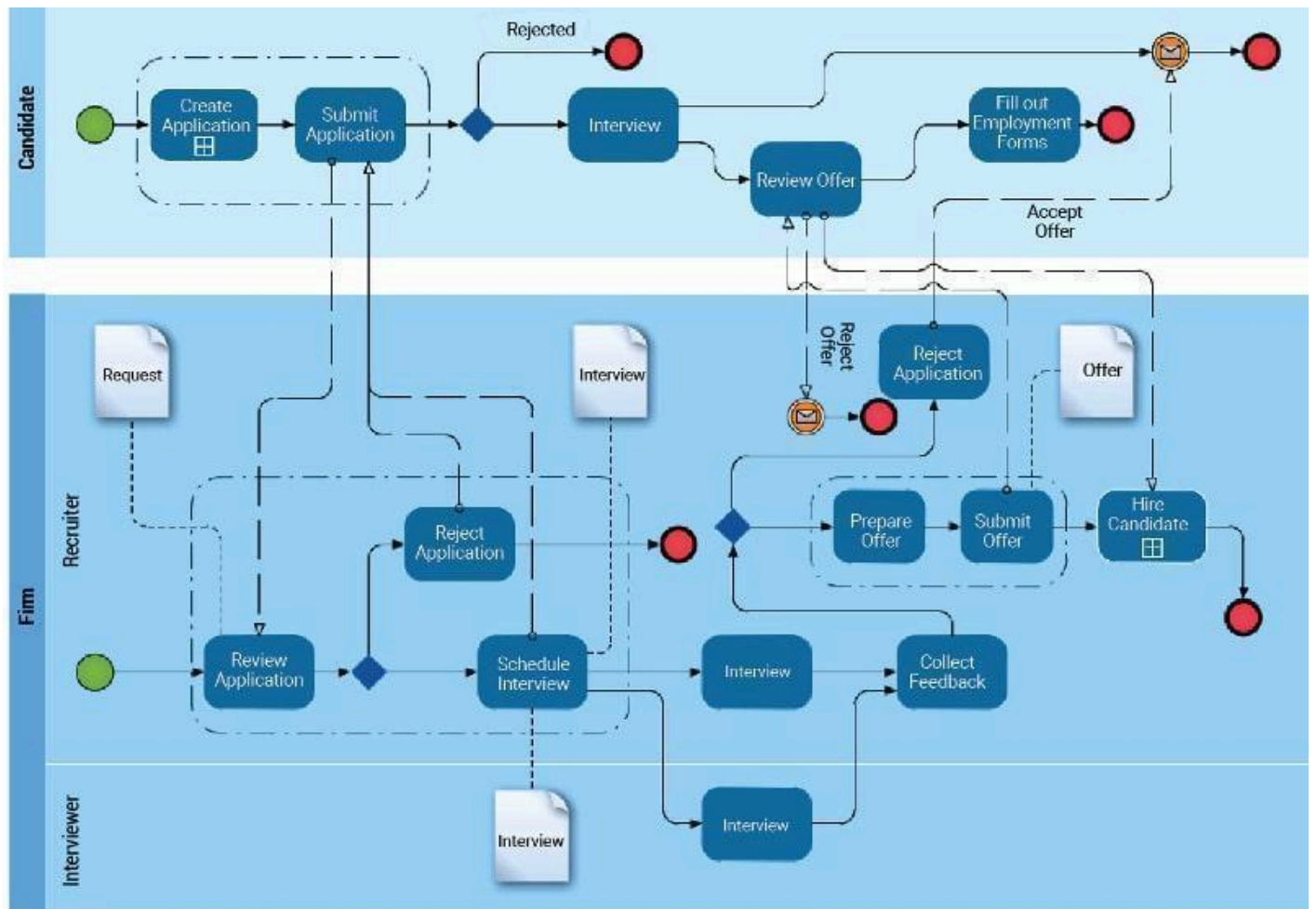
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Republic of the Philippines
Laguna State Polytechnic University
Province of Laguna

Name: Wyeth Laurence M. Larios
Section: BSIT - WMAD

ENGAGING ACTIVITY 2

Instruction: Identify the elements (standard objects) used in the process mapping/model in *candidate, recruiter and interviewer* and explain briefly the function of identified objects/elements.





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Answer

Candidate

- Create Application: The applicant completes and submits their application for the available position.
- Submit Application: The candidate creates the application and submits it for review.
- Rejected: The candidate's application will be returned if it is not chosen.
- Schedule Interview: If the candidate's application is selected, then, they will be scheduled for an interview.
- Interview: In this process, the candidate meets with the interviewer to talk about the candidate's qualification.
- Review Offer: After the interview, the candidate waits for the interviewer and the recruiter to review their performance and decide whether to make an offer.
- Accept Offer: If the candidate is satisfied with the job offer, they accept it.
- Fill out Employment Forms: Once the offer is accepted, the candidate fills out the necessary employment forms.

Recruiter

- Request Review Application: The recruiter looks at the application once it's been submitted by the candidate to see if it satisfies the requirements for the position.
- Review Application: In this phase, the recruiter looks over the applicant's application to see if they fit the job's requirements.
- Reject Application: The recruiter notifies the candidate if their application is rejected or not.
- Schedule Interview: The recruiter sets up an interview if the candidate's application is chosen.
- Prepare Offer: After the interview, the recruiter prepares the job offer for the candidate.
- Submit Offer: Once the offer is prepared, the recruiter submits it to the candidate for review.
- Collect Feedback: After the offer is submitted, the recruiter collects feedback from the candidate and the interviewer to evaluate the recruitment process.

interviewer

- Interview: This is the process where the interviewer meets with the candidate to discuss their qualifications, skills, and experience.



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