

RYAN FAJARDO

“Job Application and Interview Management System”

USER ROLES: Admin, Applicant, Employer and HR

Registration Process: Employers register through a sign-up page, and their registration is reviewed and approved by the Admin before they gain access. Once approved, employers can create and assign multiple HR users, who receive login credentials via email to manage job postings and applications.

Application Flow: Applicants browse and apply to job postings by submitting required documents. Employers and HR review applications, update interview stages, and communicate with applicants via chat and schedule interviews based on status.

AUDIT LOGS MODULE

Per application tracking includes:

1. Application History.
2. Schedule timeline for interviews.
3. Timeline for the whole process from application to hiring.

APPLICANT ACCESS

1. Browse Jobs: Search and filter available job postings by category, location, or company.
2. Apply Job Posting: Submit applications with resume and other documents needed..
3. Application History: View status and details of all past and current job applications.
4. Email Notification: Receive updates on application status and interview schedules.
5. Chat Messaging: Communicate directly with employers through in-app chat.

EMPLOYER / HR ACCESS

1. Add Multiple HR: Employers can create multiple HR accounts..
2. Job Posting: Full CRUD process for job listings..
3. Scheduling & HR Assignment: Schedule interviews and assign HR personnel to specific job processes.
4. Interview Management: Manage interview stages including Initial, Technical, Final, and Job Offer.
5. AI Overview: AI-generated overview for resume and posts.

SUPER ADMIN ACCESS

1. Employer Approval: Review and approve employer registrations.
2. Post and User Blocking: Block inappropriate job postings or user accounts for policy violations.
3. Chat Messaging: Communicate directly with employers..
4. Dashboard Reports: View system analytics on user activity, job postings, and application trends.