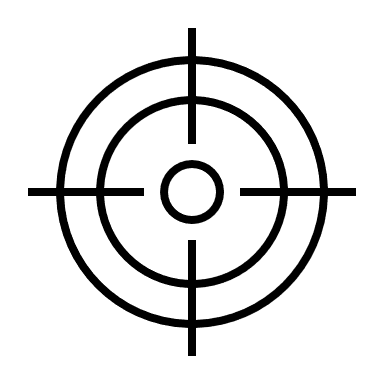
Casual Jobs Database V.1



A close up of a sign

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To:

Clement Sudhakar Swarnappa  
*Senior Academic Staff Member*

School of Information Technology  
DDI: +64 4 830 3130  
Email: [clement.sudhakar@weltec.ac.nz](mailto:clement.sudhakar@weltec.ac.nz)  
URL: [www.weltec.ac.nz](http://www.weltec.ac.nz/)  
Post : Private Bag 39803, Lower Hutt 5045  
Wellington, New Zealand

Project Team:

Supun Chandra Malimage – Project Manager

Kalaivani Ilango – Team Member

Ruban Ravi Sebastian – Team Member

August 31, 2020

SKR Team, Wellington institute of technology

21, Kensington Avenue, Petone, Lower Hutt 5012

**Project Proposal**

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# 1. Executive Summary:

This proposal is for the project “Casual Jobs Database V.1” which is an ongoing project and we, the international graduate students pursuing the Graduate Diploma in Information Technology at WelTec are taking over the project to complete and meet the clients’ expectations. The reason behind developing this project is to enable international students to search for part time jobs and to build a bridge between students and employers in New Zealand.

The client for this project is Clement Sudhakar Swarnappa who is a senior lecturer and an academic staff member in WelTec. The Client would require a job search application for international students to search, apply and get to jobs to make their lives easier. We, the SKR team has got an opportunity to work on this project and work for the Client to successfully complete the project by meeting the scope and expectation and by the confirmed deadline.

This proposal describes system specifications for the Casual Jobs Database v1 web application project. The audience for this proposal is WelTec academic staff members and the SKR team. Most of the international students are facing difficulties in finding casual employment. This project aims at developing a unique job matching algorithm for employers and job seekers to reduce their time on matching profiles.

This system helps employers to sort candidate profiles in matching percentage weight. The proposed system uses a requirement specific automated algorithm to match candidate profiles as per employer needs. This proposal mainly focuses on the opportunity context, project requirements, risk management, proposed system outline, system analysis and design approach, and the project organization. This proposal recommends using vanilla PHP as the back-end development and JS, Bootstrap, and HTML as the front-end UI design and development. This software application will be deployed on an Apache web server production environment at the client’s own server or using cloud technology. The project comes with a robust scalable opensource database structure which can add more features in the future as per the client’s requirements.

# 2. Project Personnel:

|  |  |  |
| --- | --- | --- |
| **Project Client** | **Project Advisor** | **Project Coordinator** |
| **Clement Sudhakar Swarnappa**  Wellington Institute of Technology  ***Email:*** clement.sudhakar@ weltec.ac.nz | **Steve McKinlay**  Wellington Institute of Technology  ***Email:*** steve.mckinlay@ weltec.ac.nz | **Robert Sutcliffe**  Wellington Institute of Technology  ***Email:*** Robert.Sutcliffe@ weltec.ac.nz |

|  |  |  |
| --- | --- | --- |
| **Project Manager** | **Project Team** | **Project Team** |
| **Supun Chandra Malimage**  ***Ph:*** 0284228131  ***Email:*** supun.malimage01@student.weltec.ac.nz | **Kalaivani Ilango**  ***Ph:*** 0223469649  ***Email:***  Kalaivani.ilango01@student.weltec.ac.nz | **Ruban Ravi Sebastian**  ***Ph:*** 0224977311  ***Email:*** ruban.sebastian01@student.weltec.ac.nz |

# 3. The Opportunity Context:

The client for this project “Casual Jobs Database v1” is Clement Sudhakar Swarnappa. Clement is a senior lecturer and academic staff member in WelTec and is teaching the area of Mobile development. The client is independently developing several applications to support the students’ lives and make them easier. The interest of creating this application is to support international students and many tertiary students who are challenged to quickly find part time and casual employment within the local neighbourhood.

This is an ongoing project which was started by last year’s students and did not meet the Client’s expectations. We, the SKR team has got an opportunity to take over this project and are aiming to complete it by the estimated deadline and deliver the best output to meet the client’s expectations. Though the project is being developed for international students, all the students at WelTec will get benefit out of it.

There are many software solutions developed to find employment as per a job seeker’s requirements, knowledge, and experience. Most of the job seeker applications use a similar strategy to search for a job. Also, employers are receiving huge numbers of job applications which makes it difficult for them to find a suitable candidate. Further, this process takes a long time to proceed and a job seeker has no option other than waiting for a reply from the employer.

On the other hand, casual job seekers such as international students are experiencing many difficulties with getting immediate work to cover their expenses. Due to the high volume of student applications, employers are not able to sort candidate profiles as per their knowledge area and experience. Most likely odd jobs can be done with a minimum amount of training and guidance. Considering employer requirements, there should be a proper job qualification weight matching which needs to come up. It is important to sort all the candidates as per their matching percentage according to the job requirements.

This Casual Jobs Database v1 application enables the student to get a part time job and a casual jobs in the future which will be through an automated web portal that predicts job matches and establishes working contracts between prospective employees and employers.

We, Supun Chandra Malimage, Kalaivani Ilango, Ruban Ravi Sebastian are the international graduate students pursuing the Graduate Diploma in Information Technology at WelTec, 2020. We have been given an opportunity to take over this ongoing project to complete and serve the purpose of it.

# 4. The Requirement:

The following client requirement explains about the scope and vision of the project. It briefly talks about the requirement need for development of each module of the project.

* Develop an online job-matching application.
* Design and implement a robust database structure to support future implementation and scalability.
* Employers can add their job availabilities.
* Job seekers can register their profiles in a wizard flow.
* Generate job seekers’ CV in a PDF format with given details.
* Automate algorithm to match job listings with job seeker profiles.
* Employers can see the matched profiles with weight percentage.
* User ratings and reviews for employers and job seekers.
* Web based interactive application.
* Responsive design which enables work on all the device/browser sizes.

# 5. Risk Management:

## 5.1 Purpose:

The purpose of the Risk Management Framework is to provide the basis for the development of a coordinated set of activities to respond to risks that may affect the ability of the project to achieve its goal. This Casual Jobs V1’s Risk Management Plan provides the project with a consistent method to manage risks to ensure success. Risk management is the processes for identification, assessment, mitigation, tracking, control, and management of the project's risks. It drives decisions that affect the development of this IT project “Casual Jobs Database v1”.

## 5.2 Scope:

This process applies to the team members involved in this project. Casual Jobs Database v1 project team members are responsible for their own risk management activities and provide reports on the status of risks to the Project Team, Project Advisor and Project Client.

## 5.3 Benefits:

This risk management provides a structured approach to identify and manage the risks which relates to scope, budget and time that could impact the project. It improves the quality of decision making by providing methods and approaches to mitigate problems.

## 5.4 Risk register:

A risk register helps the project team to capture the risks in a timely manner and take the necessary steps and act upon them.

|  |  |  |
| --- | --- | --- |
| **Risk** | **Description** | **Response strategy** |
| Project completion risk | Required a working Gantt chart and milestones to complete the project by the confirmed deadline | Organize meeting with the team and update the status report for the Advisor and Client to make sure the project is running as planned |
| Resource risk | In order to develop the project, the team needs the necessary software and hardware devices to work on the project | Keep the project team, Advisor and Client informed on risks which occur during the development and make a backup plan |
| Skill shortage risk | Require equal contribution from all the team members to complete the project by the confirmed deadline. | Encourage and support ourselves and provide the details to the Advisor and the Client |
| Competitive risk | There might be third party apps which would be competition for this internal project | Collect and gather necessary reports and create this academic project to serve the stated purpose |

# 6. Proposed System Outline:

Develop a web based responsive application to match job seekers’ profiles with job listings. This system will integrate with following facilities:

1. Register employer profile.
2. Add, edit, and delete job postings.
3. Register job seekers with their own details.
4. Automated job matching algorithm can notify employers with matched jobs as per their requirement.
5. Show the job matching percentage for each candidate in employer dashboard.
6. Employers can give rating and review for job seekers.
7. Job seekers and give rating and review about employers.
8. Generate job seeker CV profile as per their information given.
9. Employers can make shortlist suitable candidates and notify them.
10. Job seeker can have more than one profile as per their different requirement.

**Products and technology will be used in this project:**

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Product Name** | **Version** | **Description** |
|  | Pencil Project | 3.1.0ga | Wireframe and Site map of the Casual Jobs Database web application. |
| 1. | Apache web server | 2.4.xx | Development and final deployment (production) web server |
| 2. | PHP | 7.2.xx | Web language to develop entire system |
| 3. | MariaDB | 10.4.xx | RDBMS to deal with data |
| 4. | phpMyAdmin | 5.0.xx | Admin graphical interface for RDBMS |
| 5. | HTML | 5 | Latest technology with highest browser support |
| 6. | CSS | 3 | Latest technology with various types of inbuild features such as loops, animations, and media queries |
| 7. | Bootstrap | 4.5.x | Use prebuild CSS classes to optimize responsiveness |
| 8. | FPDF | 1.82 | PHP library to generate PDF files |
| 9. | jQWidgets | 10.0.2 | Prebuild jQuery widgets to build user interface. |

**The items below describe how the products and technology will be used while developing the system.**

* Design application front-end using HTML, CSS and JS.
* Develop back-end using vanilla PHP (Core).
* Integrate bootstrap framework to make web application responsive
* Use jQuery library to front-end and back-end communication with ajax.
* Use jQuery UI widgets to implement user-friendly environment in front-end.
* Include some third-party jQuery libraries such as jQWidgets to get user inputs in more efficient way.
* Import FPDF php library to generate PDF files.
* Use php similar\_text() function to build the matching algorithm.
* Use MySQL or MariaDB as the relational database management system.
* Setup Apache web server for development and production environments.

# 7. Approach:

In this proposed project, we have chosen the Rapid Application Development methodology (RAD) for the system development. RAD is a form of agile application development method which focuses on and highly emphasizes rapid prototyping and repetitive delivery as shown in *Figure 1.* Within this project, team members can make multiple process changes, multiple testing, approvals and rapidly make updates to the system without going back to the beginning every time. This methodology is more focused on user feedback and this can satisfy the client during all the tasks.

As per the few online resources (https://blog.capterra.com/what-is-rapid-application-development) and (https://airbrake.io/blog/sdlc/rapid-application-development), our team will follow all the given steps to ensure with success this project. This project comes with a number of benefits because of the use of RAD methodology. These are itemised below:

* It needs strong team collaboration – SKR has a well-skilled team and all the team members know each other well. So, there are no people who are hard to deal with members in this team.
* RAD is suitable for small teams – The SKR team has only three members to work with this project.
* Need highly skilled members – All three members are well qualified and experienced in their fields.
* Suitable for projects which allocates less time for development – This project needs to be finalized and brought to the production level as required by the client. This is a software solution for a Capstone project, and it should be finalized within Trimester 2.
* The time between prototypes and iterations is short – This project may have two or more prototypes for an employer and job seeker questionnaires. So, it is important to reduce the time between prototypes and iterations for a faster delivery.
* There is a higher priority on a user-friendly graphical interface – RAD mostly is suitable for higher demand requirements of user-friendly graphical interface-driven systems. It is mostly known as a rapid application and development tool.

Five phases in RAD to be followed in this project. These phases will be repeated in each main task. See the *Figure 1.*

1. Define and finalize project requirements
2. Begin building prototypes
3. A picture containing device

   Description automatically generatedGather user feedback

Figure 1

1. Test, test, test
2. Present your system

# 8. Organization of Project:

The organization chart of the project includes the Project team, Client, Advisor and Project coordinator



`

## RACI Chart:

RACI chart is a matrix which is used to assign roles and responsibilities for each task on a project. It also helps the project team to understand the responsibilities and take ownership of the individual tasks assigned.

**R**esponsible : The person who manage and complete the task

**A**ccountable : The person who has the final approving authority

**C**onsulted : The person who will be communicated with regarding decisions and tasks.

**I**nformed : The person who will be updated on decisions and actions during the project.

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
|  | *Project Manager*  *& Analyst* | *Developer* | *Software Tester* | *Client* | *Advisor* |
| **Proposal Document** | | R | - | - | A | I |
| **Initiation** | | R | R, C | - | A | C, I |
| **Analysis** | | R | A | - | C | I |
| **Design** | | R | R | - | A | I |
| **Software Development** | | I | R | - | A | C |
| **Software Testing** | | R | C | R, A | I | I |
| **Client Handover** | | R | R | R | A | C |
| **Time Management** | | R | R | R | I | A |
| **Change Management** | | R | R | - | A | C |
| **Progress Milestones** | | A | I | - | I | C |
| **Risk Management** | | R | I | I | I | A |
| **Team Meetings** | | R | R | R | C | A |
| **Client Meetings** | | R | R | R | A | I,C |
| **Advisor meetings** | | R | R | R | - | A |

# 9. Management:

## 9.1 Time Management:

As a project team, we have come up with a Project and Personal time management plan to balance the tasks to avoid the overlaps and to complete the work within the stipulated time frame. A Gantt chart provides the milestone and completion date to achieve the task and the time register helps the team members to track their time invested on this project.

## 9.2 Communication Management:

* The communication with the client is primarily through email and the team will meet with the client for the milestone sign-off and when there are particular topics  
  to be discussed.
* The project team will distribute the agenda for the meetings more than one working day prior to the meeting.
* The team will conduct the meetings and record the proceedings and will produce the minutes of the meetings within 3 working days and distribute them via email.
* These emails should be verified and approved by the Client in the upcoming meetings.
* The Advisor meeting will be arranged every week to show the progress of the project and get input or suggestions from the advisor to proceed further.
* The project team meeting will be conducted regularly to discuss about the strengths and weaknesses of the project and if any issues or conflicts have arisen with the individual tasks or team task, then these will be clarified and fixed in the team meeting.
* The team meetings will be conducted (based on Covid-19 situation) via Zoom and the communications will be sent through emails, phone calls,   
  Whats App etc.,

## 9.3 Sign-offs:

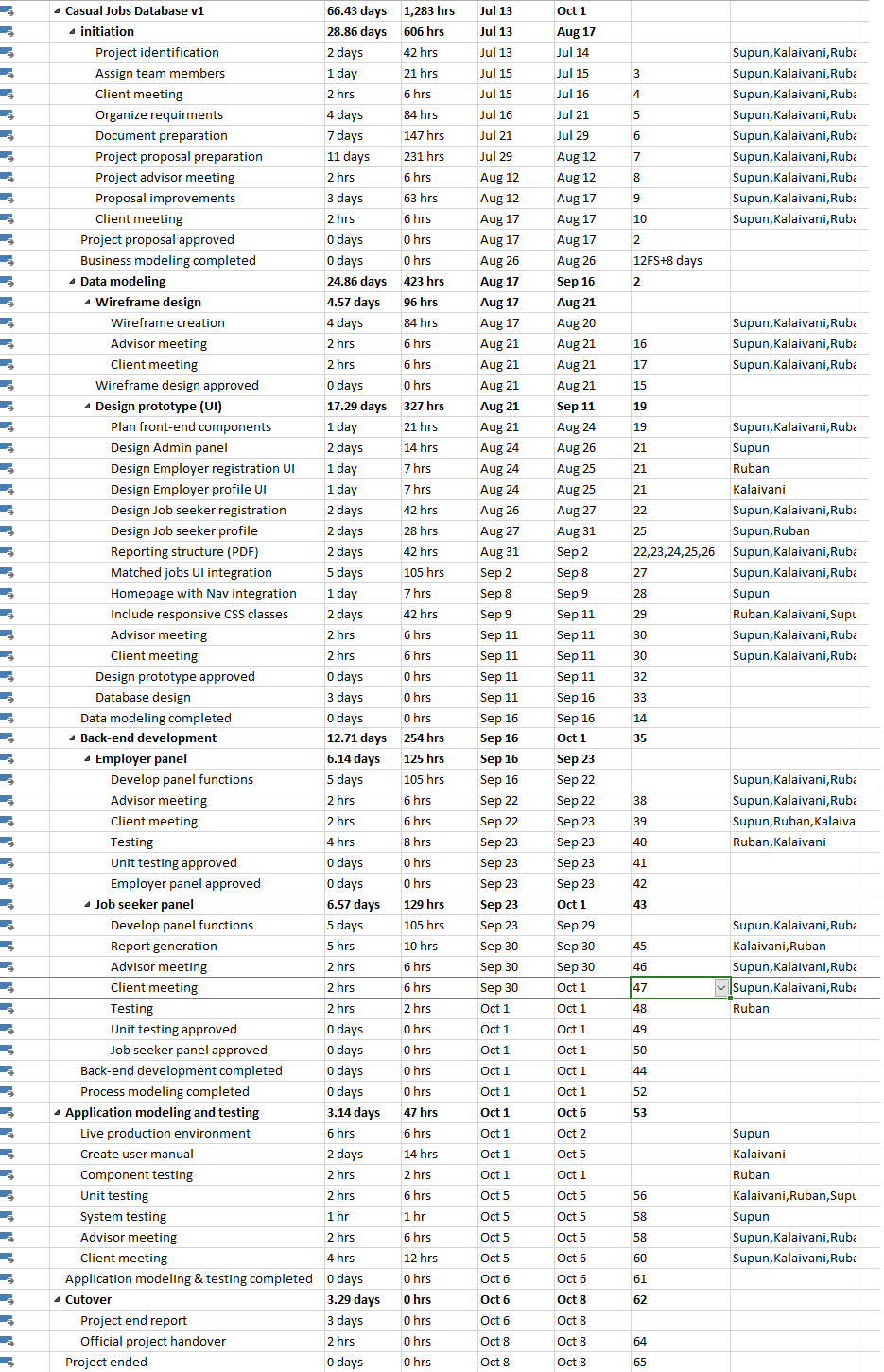
The documents involved in the project such as the proposal, change request, client handover form and the mutual contract between the client and project team should be signed-off by the client and the project team.

## 9.4 Change Management:

If the client needs to update or change the requirements of the project, then with the knowledge of the project advisor a change request will be generated.

# 10. Plans and Procedures:

This proposal follows the Gantt chat for planning the project and all the tasks given in the chart with timeframes. The Gantt chart has been attached as pdf and mpp documents along with this proposal. Every team member is responsible for completion of their given tasks within the given time constrain.



# 11. Staffs:

|  |  |  |
| --- | --- | --- |
| **Name** | **Role** | **Estimation of Hours** |
| **Clement Sudhakar Swarnappa** | Project Client | 18-20 hours |
| **Steve McKinlay** | Project Advisor | 25 hours |
| **Supun Chandra Malimage** | Project Manager/Security Analyst/Database Administrator | 450 hours |
| **Kalaivani Ilango** | Front-end Developer/Testing/Network Engineer | 450 hours |
| **Ruban Ravi Sebastian** | Technical Analyst/Front-end Developer/Security Analyst | 450 hours |

# 12. Deliverables:

Milestones add significant value to project scheduling. To track progress along the way and ensure the key deliverables are being achieved according to the timeline, milestones are used.

|  |  |  |
| --- | --- | --- |
| **Deliverables** | **Information** | **Submission Date on/before** |
| Milestone 1 | Project Proposal approval | 20-08-2020 |
| Milestone 2 | Business modelling complete | 22-08-2020 |
| Milestone 3 | Wireframe prototype approval | 27-08-2020 |
| Milestone 4 | Design prototype approval | 15-09-2020 |
| Milestone 5 | Database design approval | 20-09-2020 |
| Milestone 6 | Data modelling complete | 22-09-2020 |
| Milestone 7 | Unit testing approval | 27-09-2020 |
| Milestone 8 | CRUD approval | 27-09-2020 |
| Milestone 9 | Back-end development approval | 01-10-2020 |
| Milestone 10 | Process modelling complete | 03-10-2020 |
| Milestone 11 | Application modelling and testing completed | 07-10-2020 |
| Milestone 12 | Official project handover | 09-10-2020 |
| Milestone 13 | Project ended | 12-10-2020 |

# 13. Resumes (CVs):

|  |  |  |
| --- | --- | --- |
|  |  | **KALAIVANI ILANGO** |
| ***Profile:***  Experience in HTML/CSS, system analysis, design methodologies and worked as a system trainer.  ***Contact:***  0223469649  ***Address:***  263 waterloo RD, Lower Hutt-5011, New Zealand  ***Email:***  kalaivani.ilango01@student.weltec.ac.nz  ***Languages:***  English  French (diploma in French Level A2)  Tamil |  | **Education:**Wellington Institute of Technology 2020–2021  Pursuing Graduate Diploma in Information Technology (Level 7) **Interests:** Dancing and Listening to music **Areas of Knowledge:**  * **Language:** C, C++, Java, HTML, CSS, PHP, JavaScript, Python * **Integrated Development Environment:** Visual studio Code, Android Studio, * **Database:** MySQL, Oracle * **Operating Systems:** Windows and Linux * **Networking:** Routing and switching, NAT, DHCP * Knowledge of MS Office |

|  |  |  |
| --- | --- | --- |
|  |  | **SUPUN CHANDRA MALIMAGE** |
| ***Profile:***  Worked as a Full Stack Web developer. Experience in (PHP/MySQL/HTML/CSS/JS) and network administration.  ***Contact:***  0284228131  ***Address:***  15, Dixon Street, Te Aro, Wellington, New Zealand  ***Email:***  Supun.malimage01@student.weltec.ac.nz  ***Languages:***  English  Sinhala |  | **Education:**Wellington Institute of Technology 2020–2021  Pursuing Graduate Diploma in Information Technology (Level 7) **Interests:** Traveling around the country, doing health/exercise, enjoy delicious foods and love to learn new things. **Areas of Knowledge:**  * **Language:** HTML, CSS, PHP, JavaScript, .NET * **Integrated Development Environment:** Visual Studio.NET, Web * **Database:** MySQL, SQL Server * **Operating Systems:** Windows, Mac and Linux * **Networking:** CISCO routing, subnetting and IPv4 and IPv6 |

|  |  |  |
| --- | --- | --- |
|  |  | **RUBAN RAVI SEBASTIAN** |
| ***Profile:***  Worked as a Project Management coordinator, QA tester, technical writer. Experience in front-end development.  ***Contact:***  0223469649  ***Address:***  35, Pikarere street, Titahi Bay Porirua, Wellington - 5022  ***Email:***  Ruban.sebastian01@student.weltec.ac.nz  ***Languages:***  English  Tamil |  | **Education:**Wellington Institute of Technology 2020–2021  Pursuing Graduate diploma in information technology (Level 7) **Interests:** Singing, Dancing and hang out with friends **Areas of Knowledge:**  * **Language:** HTML, CSS, JAVA * **Integrated Development Environment:** Visual studio Code, Android Studio, * **Database:** MySQL, Oracle * **Operating Systems:** Windows and Linux * **Networking:** Routing and switching, NAT, DHCP * Knowledge of Microsoft products |

# 14. Relevant Background Information:

**Bid document** is attached in the appendices section which will deliberately explain about the team members involved in the project, scope of the project, skills required to develop the project.

# 15. Resources:

The following table briefs about the resources:

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Requirements | | Working environment | Responsible for delivering | | Time of completion |
| Front end development | | HTML, CSS, jQuery, Bootstrap | Kalaivani  System analyst, Front-end developer | | September 15 |
| Database design architecture | | MariaDB | Supun  Full stack developer | | September 20 |
| Back-end development | | PHP | Supun  Full stack developer | | October 01 |
| Diagrams | | Visual Paradigm | Ruban Ravi Sebastian  Project management coordinator | | September 18 |
| File share and version control | | GitHub | All the three  Team members | | August 22 |
| Working Environment | | WelTec premises | All the three  Team members | | - |
| Additional software used | | MS word, Project, Excel | All the three  Team members | | - |
| Hardware use | WelTec resources, Personal computers | | | All the three  Team members | - |

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# 16. Client Acceptance:

All parties agree that this project is conducted on a best effort’s basis, and the Project Team or WelTec do not accept liability for the performance of this agreement. The project client agrees that they have read and understood the ‘Client Briefing’ document with regard to responsibilities and obligations.

**It is agreed and undertaken that all Parties:**

* will hold in confidence all `confidential information' and,
* will not disclose the `confidential information', or permit it to be disclosed to an external party and,
* agree that disclosures to other project participants will occur only with the written permission of the other party, and,
* will not use, or permit the use of, the `confidential information' for any purpose other than for joint operations without first obtaining written permission to do so from the other party,
* will upon request of the other party return all Confidential Information (together with all copies) in its possession or control or in the possession or control of any of its officers, employees, agents, or advisors, and
* may choose to mark information as ‘confidential’ where necessary.

The Client also agrees to allow the Project Team to use project materials for academic purposes, with due regard to confidentiality.

The Client agrees that, in cases where the project concept, process, specification or any other proposal was devised by WelTec’s staff or students, and the implementation or extension of the results of the project are expected/speculated to generate commercial returns (IP, trademarks, licenses, etc.), an agreement covering benefit sharing is required, in all other situations the Client owns the Intellectual Property of the work undertaken. This agreement will be made between WelTec and the industry partner. The Student and Advisor of the project will bring this to the notice of the R and E office.

CLEMENT SUDHAKAR SWARNAPPA SIGNATURE: DATE: \_\_\_\_\_\_\_\_

SUPUN CHANDRA MALIMAGE SIGNATURE: DATE: \_\_\_\_\_\_\_\_

KALAIVANI ILANGO SIGNATURE: DATE: \_\_\_\_\_\_\_\_

RUBAN RAVI SEBASTIAN SIGNATURE: DATE: \_\_\_\_\_\_\_\_

# 17. Appendices:

|  |  |
| --- | --- |
|  | School of Information Technology  Graduate Diploma in Information Technology |

|  |
| --- |
| **BID FOR PROJECT** |

**Team Members:**

|  |  |
| --- | --- |
| ID number | Name: |
| 1. 2193624 | Supun Chandra Malimage – Project Manager |
| 1. 2208791 | Kalaivani Ilango – Team Member |
| 1. 2207078 | Ruban Ravi Sebastian – Team Member |
| **Team Name**: | SKR-Team |
| **Nominated Team Contact Person:** Supun Chandra Malimage  **Contact Details:** 0284228131 | |

**Primary or Secondary Project Bid:**

|  |  |
| --- | --- |
| **Organisation** | **Project** |
| Wellington Institute of Technology | Casual Jobs Database |

**Skill Needs of the Project**

|  |
| --- |
| **Technical skills:**  Backend – PHP or Java, MySQL, MariaDB or Oracle  Frontend – HTML, CSS, JavaScript and Responsive design (Bootstrap)  Web Server – Apache or Tomcat  External libraries may use – jQWidgets, FPDF, PHPExcel, Jquery, Jquery UI,  Version control and code share – GitHub  **Management Skills:**   * Project Management - Practice the project work as a team to achieve goals and meet success criteria at a specified time. * System Analysis - Collecting and interpreting the facts, identifying problems and decomposition of a system into its components. * System Design - Accomplish the project objectives by focusing on systems, processes, and technology. * System Development Methodology – Rapid Application Development methodology which is most suitable for small project team |

**Relevant Skill Set of Team Members**

|  |  |
| --- | --- |
| **Team Member Name:** | Skills: *List the appropriate skills you will bring to the project.* |
| Supun Chandra Malimage | Full Stack Web developer (PHP/MySQL/HTML/CSS/JS) and network admin. |
| Kalaivani Ilango | HTML/CSS, system analysis, design methodologies and system trainer. |
| Ruban Ravi Sebastian | Project Management coordinator, QA tester, technical writer and front-end developer. |

**Why Choose Us**

|  |
| --- |
| ***Comments:***  As we are International Students, we have faced many difficulties in finding casual jobs. So, we realized that we could support students by developing a casual job search platform which will emphasize the accuracy of job matching. Further, we have a strong and robust team with wide range of technology knowledge and experience which we can undertake any challenge within the project. Also, we can work hard to make this project to be succeeded beyond other existing job search platforms with the maximum satisfaction of project stakeholders. |