

JUNE 2023

MONTHLY

# NEWSLETTER

Volume no - II | Issue no - VI



# INTRODUCTION

Innovation and strategic partnerships fueled our growth and success. Embracing diversity, we harnessed our team's full potential, making a lasting impact. Poised for exciting possibilities, we continue pushing tech boundaries, shaping the future with optimism and ambition. Grateful to our employees, partners, and customers for their unwavering support. Together, we'll conquer new challenges and leave an indelible mark on the tech industry and beyond.

## MESSAGE FROM THE COO

Esteemed Readers,

As we traverse July 2023, I'm deeply grateful for your unwavering support. Together, we've charted transformative paths, launched visionary endeavours, and left an indelible mark upon our industry.

Your dedication is commendable; you've been instrumental in our growth. To our valued clients, thank you for entrusting us. And to our dedicated team, your tireless efforts drive us forward.

Embrace change with enthusiasm, united in our pursuit of excellence. Together, we'll triumph against odds and seize boundless opportunities.

With heartfelt appreciation,  
Mr Suvendu Shekhar Giri



# MOMENTS THAT MADE US SMILE



## BIRTHDAYS

**Happy Birthday** to all the incredible individuals born in July! 🎉 Your presence brings warmth and joy to our team. May this special day be filled with love, laughter, and cherished memories. Wishing you a year ahead filled with success, happiness, and all your heart desires. 🎂🎈  
#HappyBirthday #JulyBorn #Celebrations #WarmWishes



**Nirmal Chandra Hota**



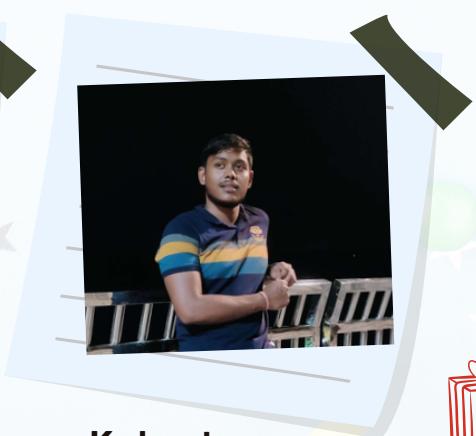
**Pravasini Sahoo**



**Aman Raj**



**Adarsh Kumar  
Sahu**



**Kalpataru  
Parida**



# WELCOME TO THE TEAM

A warm welcome to our exceptional team member, Biswa Vijayini!

Your family-inspired dedication brings a radiant spirit to our midst. As you explore the vastness of the internet, we're eager to share knowledge and grow together.

Army videos ignite your passion, driving you to achieve greatness. And when hunger calls, Daal Chawal shall fuel our enthusiasm!

Together, let's march toward success, inspire each other, and forge an incredible journey.

Welcome, Biswa Vijayini! Here's to camaraderie and triumphs ahead!

**Biswa Vijayini**



**Vipul Kumar**

A hearty welcome to our newest team member, Vipul Kumar!

With your MERN Stack expertise, we're thrilled to have you onboard. As you engage in coding brilliance, may our camaraderie flourish.

Let's exchange chess moves and revel in movie nights. And, when it's time to refuel, pizzas will fuel our passion!

Together, let's conquer challenges, create wonders, and build an extraordinary journey.

Welcome, Vipul Kumar! Here's to a delightful and successful voyage ahead!



# A STREAK OF LIGHT ON THE HIGHLIGHT OF JULY 2023

## Successful commencement and steadfast compilation of Communication Workshop



As we started the communication workshop last month with a goal that we will empower our team into an all round development, including fostering of great communication skills.

A six week workshop was designed by us wherein few major areas of corporate communication was identified and given sessions on.

With extensive assessment papers, real life interaction games and multiple assignments on various aspects of communication, below is a small timeline of the topics that are covered.

**1st Session** – Communication Basics were discussed in the 1st week.

**2nd Session** – Verbal Communication – taken by Punya in the 2nd week.

**3rd Session** – Business Writing Session – Taken by Siya in the 3rd week.

**4th Session** – Corporate Communication – Taken by Siya in the 4th week.

**Upcoming sessions** – Presentation skills by Punya, Cross cultural communication by Siya and digital communication by Punya.



# SOCIAL MEDIA STAR FOR THE MONTH OF JULY, 2023

As a part of the rewards and recognitions policy, we have initiated the amazing categories to felicitate our colleagues who are always a step ahead when it comes to promoting the organisation on various social media platforms. In order to celebrate such silent contributors, we started the category Social Media Star from the month of May 2023. Every month we will recognise such efforts through their social media activity and we will announce the winner in the subsequent monthly meets. The winners will be felicitated in the Annual Meet.

For this month, let's put our hands together and give a huge round of applause to **Susil Kumar Behera** and **Vivek Singh Deo**.



# APPLICANT TRACKING SYSTEM

## PROJECT OVERVIEW

ATS is a full-featured, web-based applicant tracking system, or ATS. It helps you manage the complete recruitment life-cycle from business development through finalizing a placement.

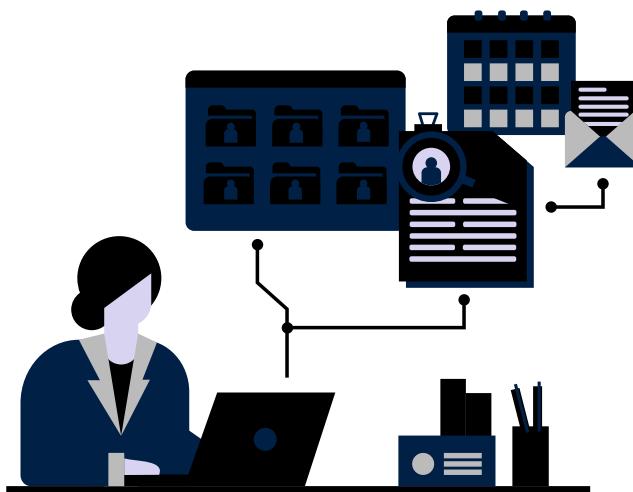
It manages a huge range of information for you, including:

**Candidate details, qualifications, resumes (CVs), and contact history. Job order details, associated contacts, and the candidate pipeline for each.**

**Multiple recruiters, sites, career portals, and much more.**

## What is an Applicant Tracking System (ATS)?

An applicant tracking system, or ATS, is software designed specifically for Recruiting firms, and HR departments within organizations to organize and track everything within the recruiting process for their organizations.



# TECHNOLOGY DETAILS

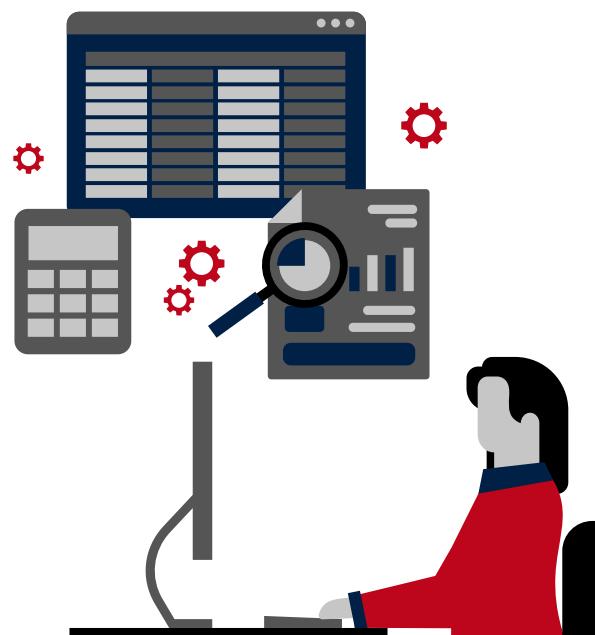
- PHP
- HTML
- CSS
- JavaScript
- jQuery
- BootStrap
- MySQL



## PROJECT FEATURE VIEW

This is a web-based application that has features like **User Creation (HR / Interviewer / Admin)**, **Company Creation**, **Job Order Creation**, **Candidate Addition**, **Interview Scheduling**, **Keeping Interview Feedback**, **Calendar View Of Scheduled Interviews**, Addition of any extra text fields to the candidate form does not require developer's intervention.

Add logs for each work HR Team does for the candidate. Setting status for a candidate. Sending automated emails to interviewer, candidate & HR Team on different events, etc.



# PROJECT SCREENSHOTS

This screenshot shows a candidate profile form. The fields include:

- Home Phone: +9193710886775
- Cell Phone: +919439400068
- Work Phone: (empty)
- Web Site: (empty)
- Address: AT / PO - Bhubanak
- City: Bhadrak
- State: Odisha
- Postal Code: 756129
- Best Time To Call: 10 AM
- Hot Candidate:
- Source: Naukri
- Owner: Mishra, Swomya
- Picture: Edit Profile Picture
- Can Relocate:
- Date Available: Feb 10 23 18

This screenshot shows a candidate details page and a job orders grid.

**Candidate Details:**

- Name: Alex Kushnokiv
- E-Mail: alex@mailinator.com
- 2nd E-Mail: alex.k@mailinator.com
- Home Phone: +919371088675
- Cell Phone: +919439400068
- Work Phone: (empty)
- Best Time To Call: 10 AM
- Address: AT / PO - Bhadrak
- City: Bhadrak
- State: Odisha 756129
- Postal Code: 756129
- Misc. Notes: Schedule Event, GL\_CV\_Ann.pdf
- Attachments: GL\_CV\_Ann.pdf
- Tags: Add/Remove

**Job Orders for Candidates:**

Match	Ref. Number	Title	Company	Owner	Added	Entered By	Status	Action
4	*****	PHP 7+ Years Developer	Quadrant Resource	Swomya M.	28-07-23	Swomya M.	No Contact	

**Job Orders Grid:**

ID	Title	Company	Type
12	PHP 7+ Years Developer	Quadrant Resource	H
11	Python Developer	J B Pvt. Ltd.	H
10	Senior PHP Laravel Developer	Internal Postings	C
9	Senior iOS Developer	Internal Postings	C
8	MERN Stack - 2 - 5 years	Internal Postings	H
7	HR Intern	Internal Postings	C
6	MERN Stack - 3+ years - Vue / React	Internal Postings	C
5	MEAN Stack - 3+ years	Internal Postings	C
4	Java - Springboot - 6+ years	Internal Postings	H
3	PHP Fresher	Internal Postings	H
2	.Net Core / ASP.NET	Internal Postings	H
1	.Net Core Fresher	Internal Postings	H

This screenshot shows a log of job orders with details like activity, notes, and notes.

First Name	Last Name	Regarding	Activity	Notes
A. Sunny	Varma	MERN Stack - 2 - 5 years (Internal Postings)	Call (Taken)	L2 Interview feedback: -- Node.js developer - Frontend - UI Frameworks: Basics of Angular and react. Or - Java developer - Backend - Java frameworks to get the unique character count. Did he answer correctly? -- Python developer - Backend - Good to go to his interview. His answer was good to go to his interview. His answer was good to go to his interview.
B. Piyal	Sahoo	General	Call	He was able to answer to my question what is SOLID C (partial right). 4. what is testcase. not able to answer. He was able to answer what is python in brief (not able to answer) 5. difference between static and dynamic programming. fundamental
A. Aruna	Panti	PHP 7+ Years Developer (Quadrant Resource)	Other	Added candidate to job order.
A. Alex	Kushnokiv	PHP 7+ Years Developer (Quadrant Resource)	Other	Added candidate to job order.
A. Aruna	Mishra	General	Other	Added a new candidate.
A. Swomya	Mishra	Python Developer (J B Pvt. Ltd.)	Call (Taken)	Started the interview.
A. Swomya	Mishra	Python Developer (J B Pvt. Ltd.)	Other	Added candidate to job order.
A. Aruna	Mishra	General	Other	Added a new candidate.
A. Aruna	Panti	Senior PHP Laravel Developer (Internal Postings)	Other	Added candidate to job order.
A. Aruna	Panti	Python Developer (J B Pvt. Ltd.)	Call	Met the candidate at 9:29 AM
A. Aruna	Panti	Python Developer (J B Pvt. Ltd.)	Other	Added candidate to job order.
A. Aruna	Panti	General	Other	Added a new candidate.
A. candidate	Testing	General	Other	Added a new candidate.
A. Testing	Candidate	General	Other	Added a new candidate.
A. Test Arun	Test	General	Other	Added a new candidate.

This screenshot shows a grid of active job orders.

ID	Title	Company	Type
12	PHP 7+ Years Developer	Quadrant Resource	H
11	Python Developer	J B Pvt. Ltd.	H
10	Senior PHP Laravel Developer	Internal Postings	C
9	Senior iOS Developer	Internal Postings	C
8	MERN Stack - 2 - 5 years	Internal Postings	H
7	HR Intern	Internal Postings	C
6	MERN Stack - 3+ years - Vue / React	Internal Postings	C
5	MEAN Stack - 3+ years	Internal Postings	C
4	Java - Springboot - 6+ years	Internal Postings	H
3	PHP Fresher	Internal Postings	H
2	.Net Core / ASP.NET	Internal Postings	H
1	.Net Core Fresher	Internal Postings	H

This screenshot shows a schedule event form for an interview.

**Schedule Event:**

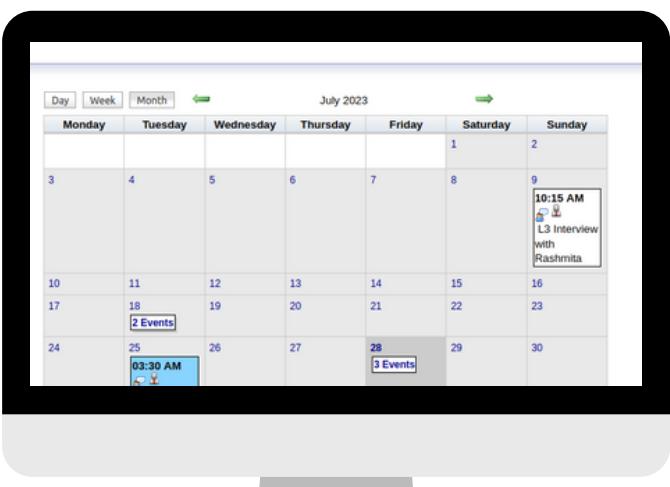
- Schedule Event: Interview
- Date: Aug 28 2023
- Time: 04:00 PM
- Duration: 1 hour
- Description: An interview has been scheduled on 28th Aug 2023 4 PM with Alex, who is having 7+ years of experience.

**Interviewer:** Pravasini Sahoo

**Interview level:** L2

**Interview Link:** <https://meet.google.com/xy/>

**Buttons:** Save, Cancel



# CLOSING NOTES FROM THE HR

As an organisation driven by an unwavering commitment to excellence, we are determined to uphold our dedication and innovation, setting a remarkable standard for the future. Together, we will stride forward, placing even greater emphasis on the well-being of our employees and embarking on diverse initiatives to infuse joy into our daily work.

Above all, let us hold fast to our principles of honesty and integrity, for through these virtues we shall encounter abundant opportunities in the days ahead.

Looking ahead, we are already diligently working on several endeavors, including the much-anticipated Annual Day celebration, actively seeking new talent through Onsite Campus Recruitment, and curating thoughtful gift hampers for various occasions.

Together, we shall continue to create a brighter and more prosperous tomorrow. With determination and anticipation,

**Chandrani Das**  
HR MANAGER





# THANK YOU



[www.utkallabs.com](http://www.utkallabs.com)



[contact@utkallabs.com](mailto:contact@utkallabs.com)



<https://bit.ly/utkallabs-skype>

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