Introduction

* A system that would provide an automated framework for recruiting.
* An optimized and systematic managerial process for selecting candidates.
* Based on the qualifications and requirements the qualified applicants would be automatically sorted in the system.

Scope

* It resolves typical issues of manual staffing processes and activities into a controlled and closed monitored workflow in the architecture of the application.
* This is entirely an internal based project system which will only be accessed and authenticated to the employees of Mind gate.
* The whole idea of building this project is much beyond just to reduce paperwork.

Project Modules

* Team Leader
* Project Manager
* HR
* Interviewer

TL Module

* Logins into the system.
* Fills the Job Description form and generates a request and can edit Job Description according to the project requirements.
* Can view the status of all the requests he has ever filled.

PM Module

* Logins into system.
* Views list of all the job requests and analyses the budget.
* Finds the resource on the workbench.
* Assigns project if found and terminates the request.
* Forwards the request to the HR if not found in the workbench.

HR Module

* Posts the job description and also checks the list of previously applied candidates.
* Filters the applicants as per the project requirements.
* Add new candidates.
* If the technical panel selects the candidate, HR conducts an interview discussing the salary structure and sends a confirmation mail.
* If only one job request is there then terminates the request and if multiple job requests are there then the same process is started again.
* Sends an invitation mail to the selected candidates with the required documents to be filled.

Interviewer Module

* Logins into the system.
* Takes the interview of the candidate.
* If candidate is selected then fills the assessment form in the system.
* If not selected also fills the assessment form.