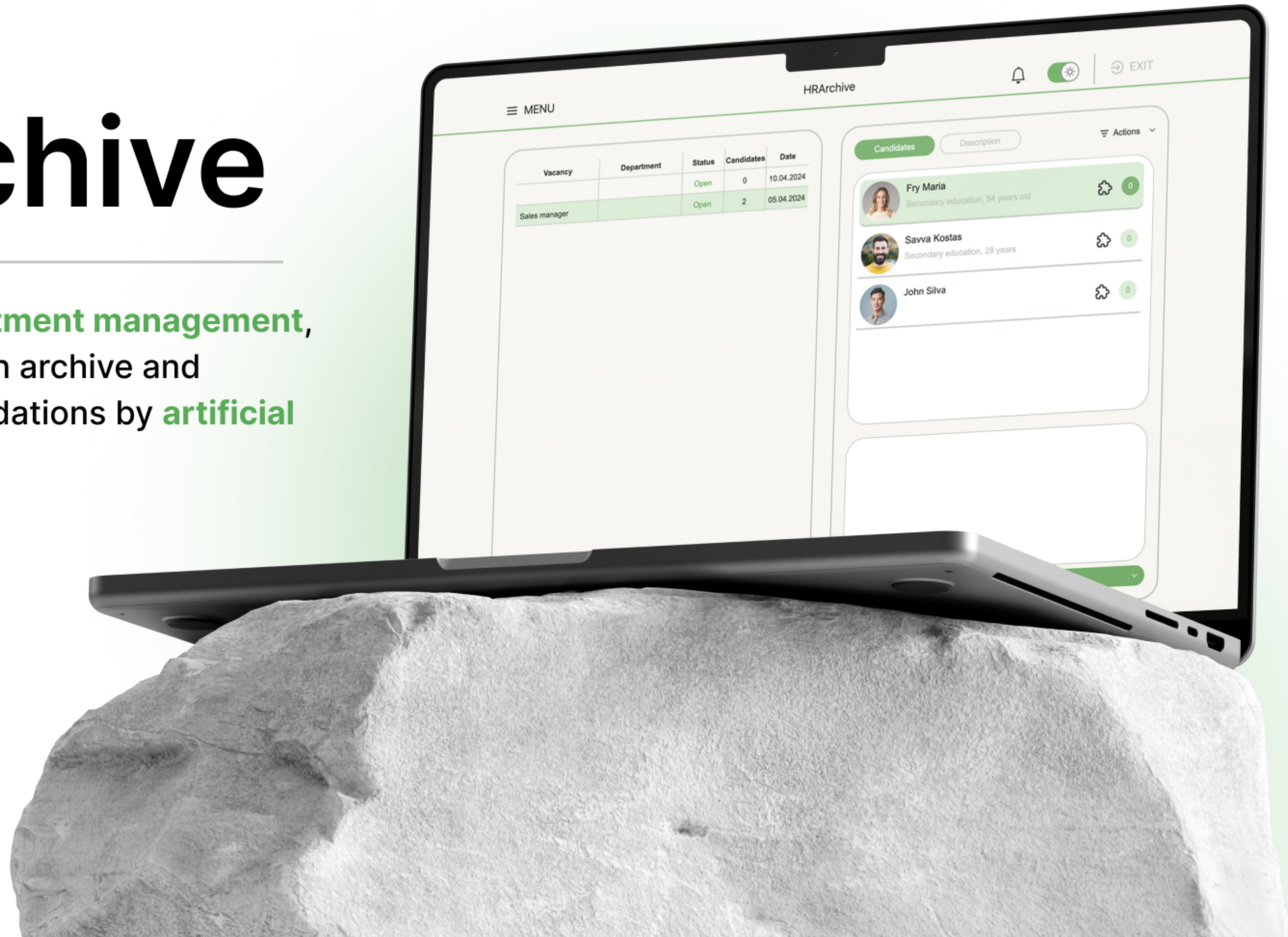


# HRArchive

System of **mass recruitment management**,  
with the formation of an archive and  
issuance of recommendations by **artificial  
intelligence**





# What is it?

**HRArchive** is a system that improves the quality of recruitment for small and medium-sized businesses.

## OBJECTIVES:

01



Improving the quality of staff selection

02



Risk assessment when making decisions on the candidate's suitability for a vacancy

03



Providing human resources staff with tools for recruiting information

04



Providing employers with reliable information candidates

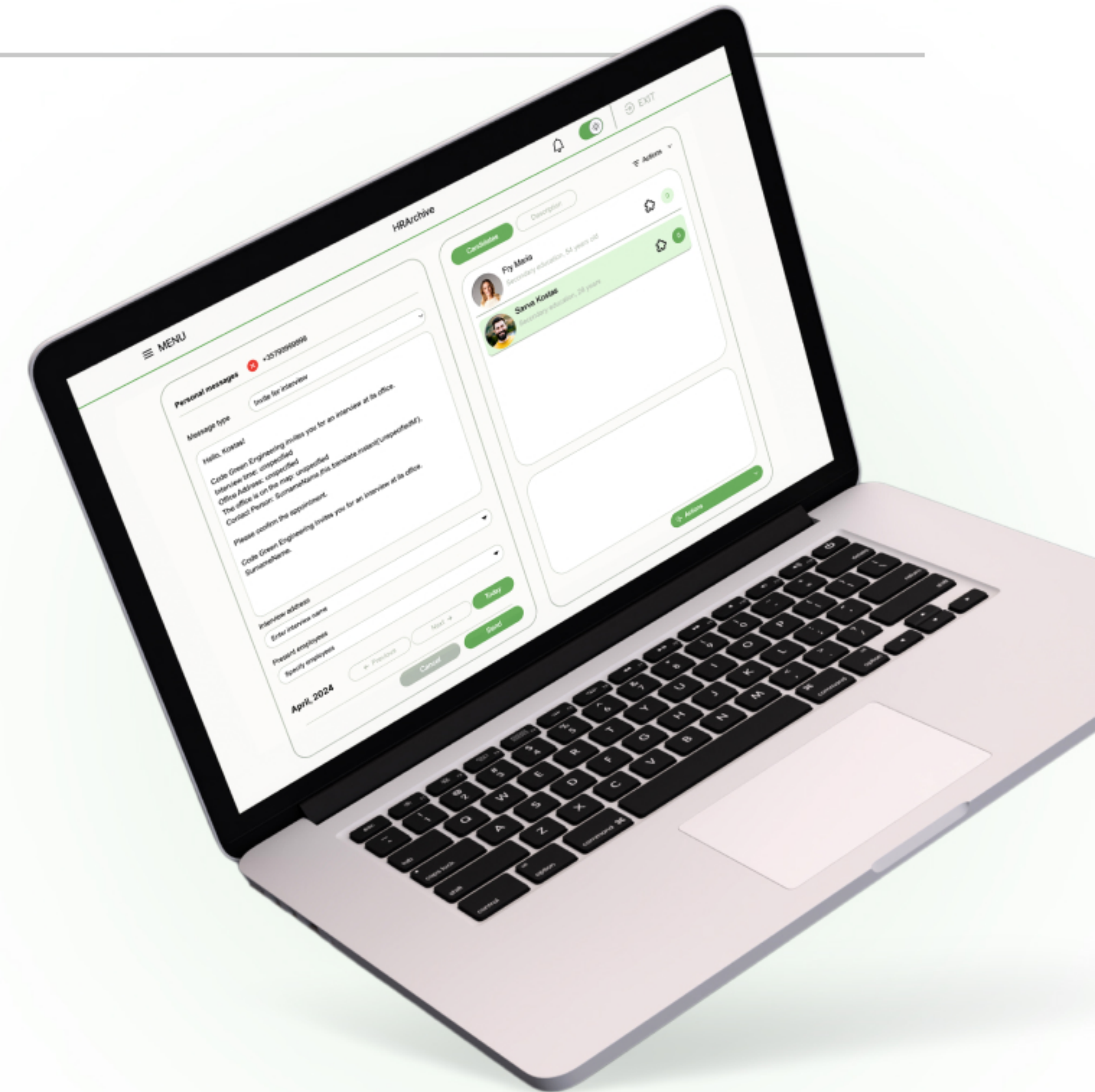
05



Prompt communication between the candidate and the employer

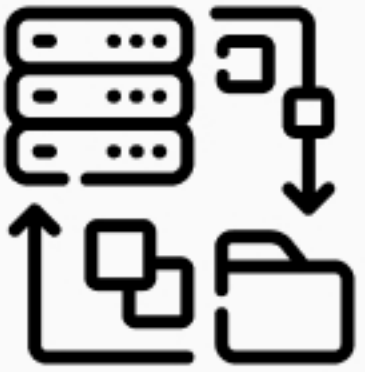
# Purpose of HRArchive

- ➊ **Optimize** the employee search process;
- ➋ **Processing and analyzing** incoming information on candidates;
- ➌ **Forming a conclusion** on the candidate's compliance with the specified criteria;
- ➍ **Processing candidate data** from documents of various formats and **obtaining candidate data** from third-party online resources;
- ➎ **Scheduling** interviews and **maintaining** a calendar;
- ➏ **Storing information** on former and current employees for comparative analysis;
- ➐ **Keeping a history** - of interactions with the candidate, and company decisions on the candidate.





# Functionality



Company-wide database of candidates and job openings



Automatically check resume data for similarity with existing candidate data



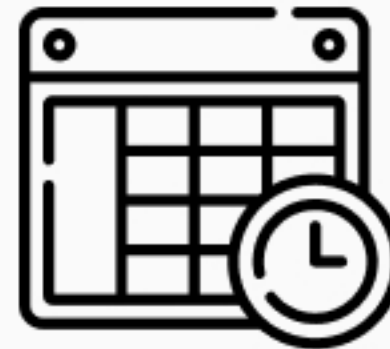
Evaluating candidate fit with job requirements, by AI methods



Accounts with segregation by rights and roles



Event notifications via SMS, mail, messengers



Calendar with notes on scheduled events

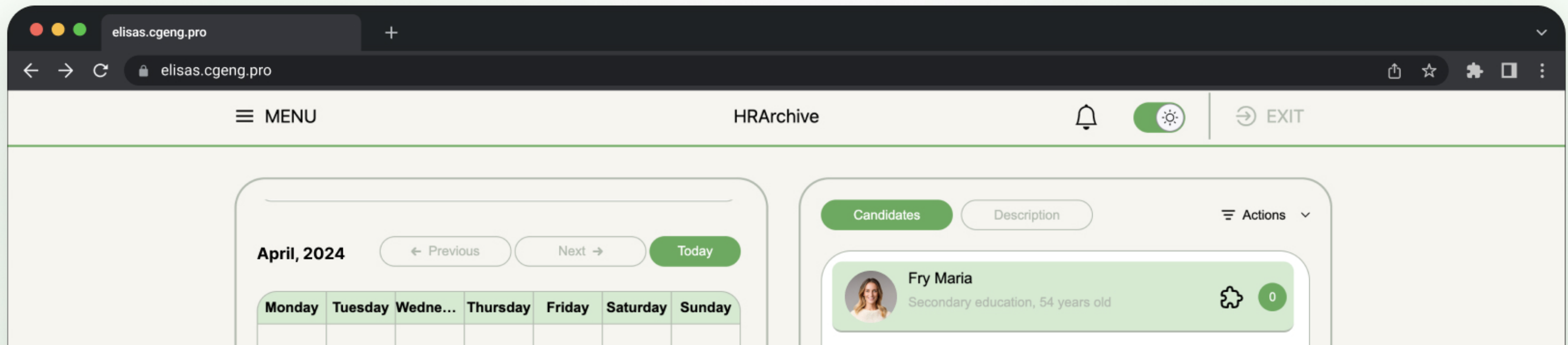
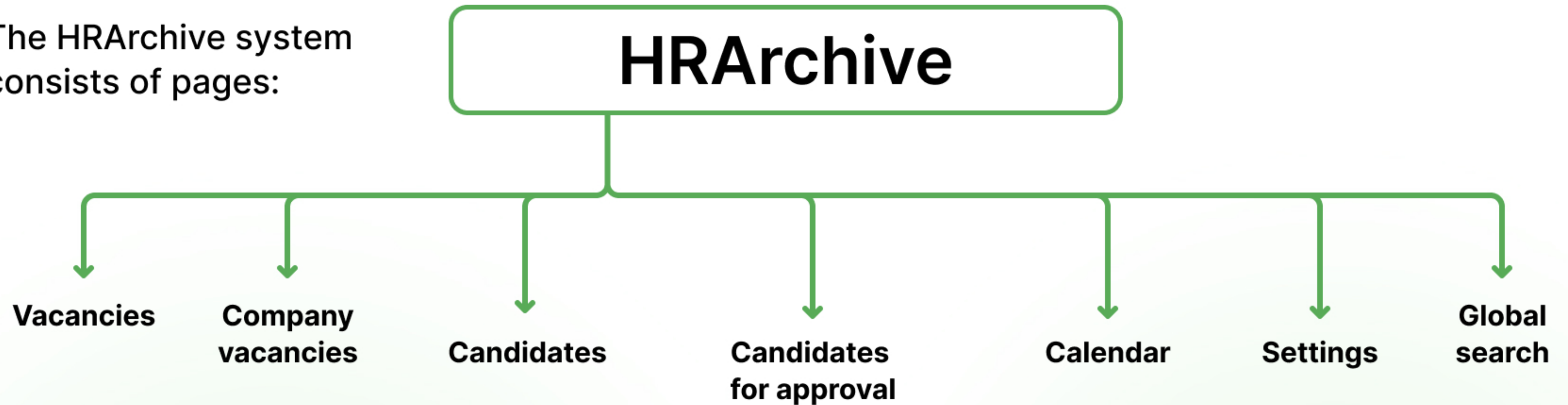


Global sourcing of data from the company's candidate and job database



# Interface

The HRArchive system consists of pages:





# Vacancies

≡ MENU

The **Jobs** page provides a table of job openings, as well as a list of candidates who have responded to the selected job

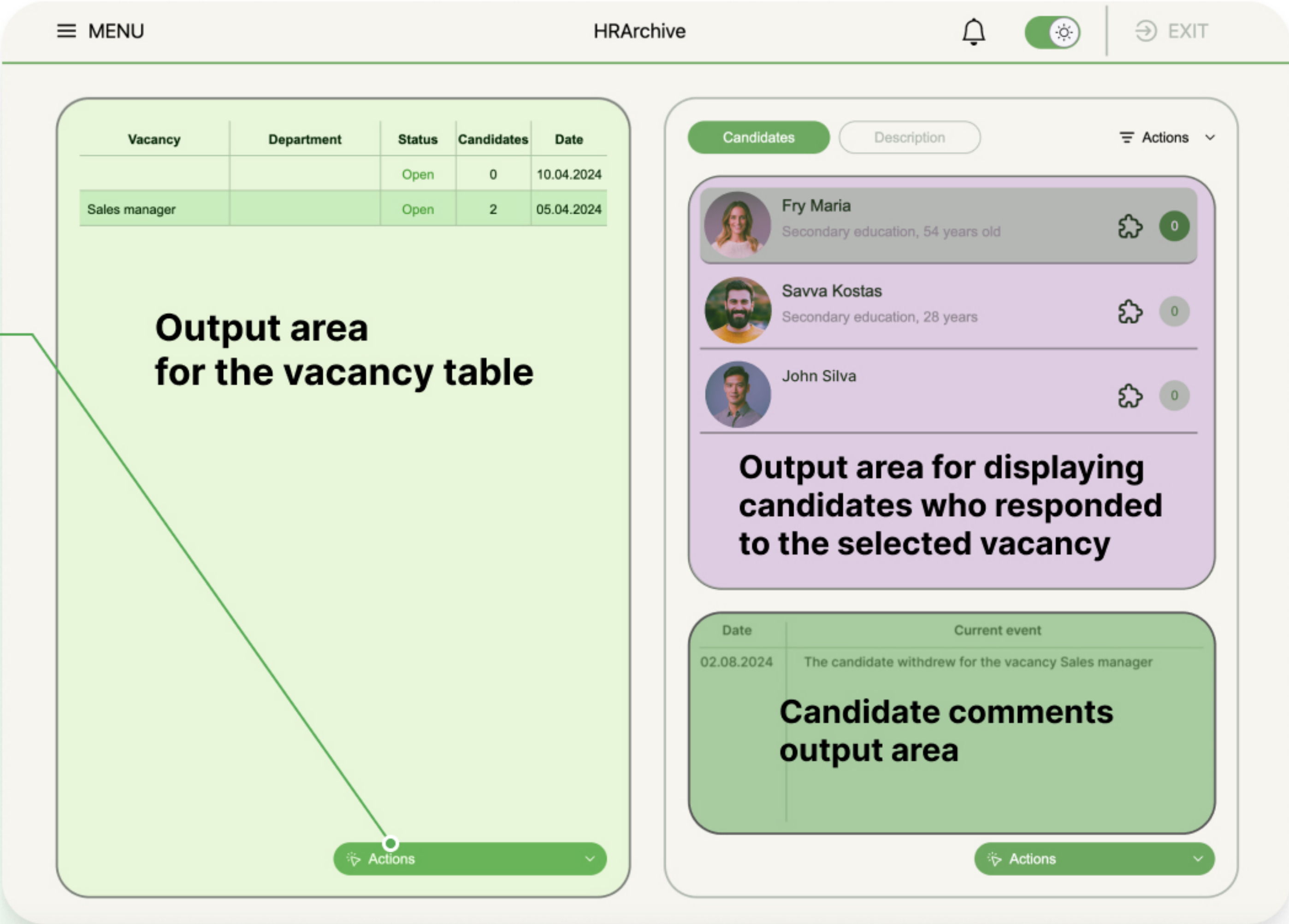
User can add a new vacancy, it's description. Add a new candidate or an existing candidate to the vacancy

Delete an existing vacancy

Set up a filter to search for candidates in the system

Schedule an interview or interview. Download the candidate's resume

Write a comment about a candidate or an event



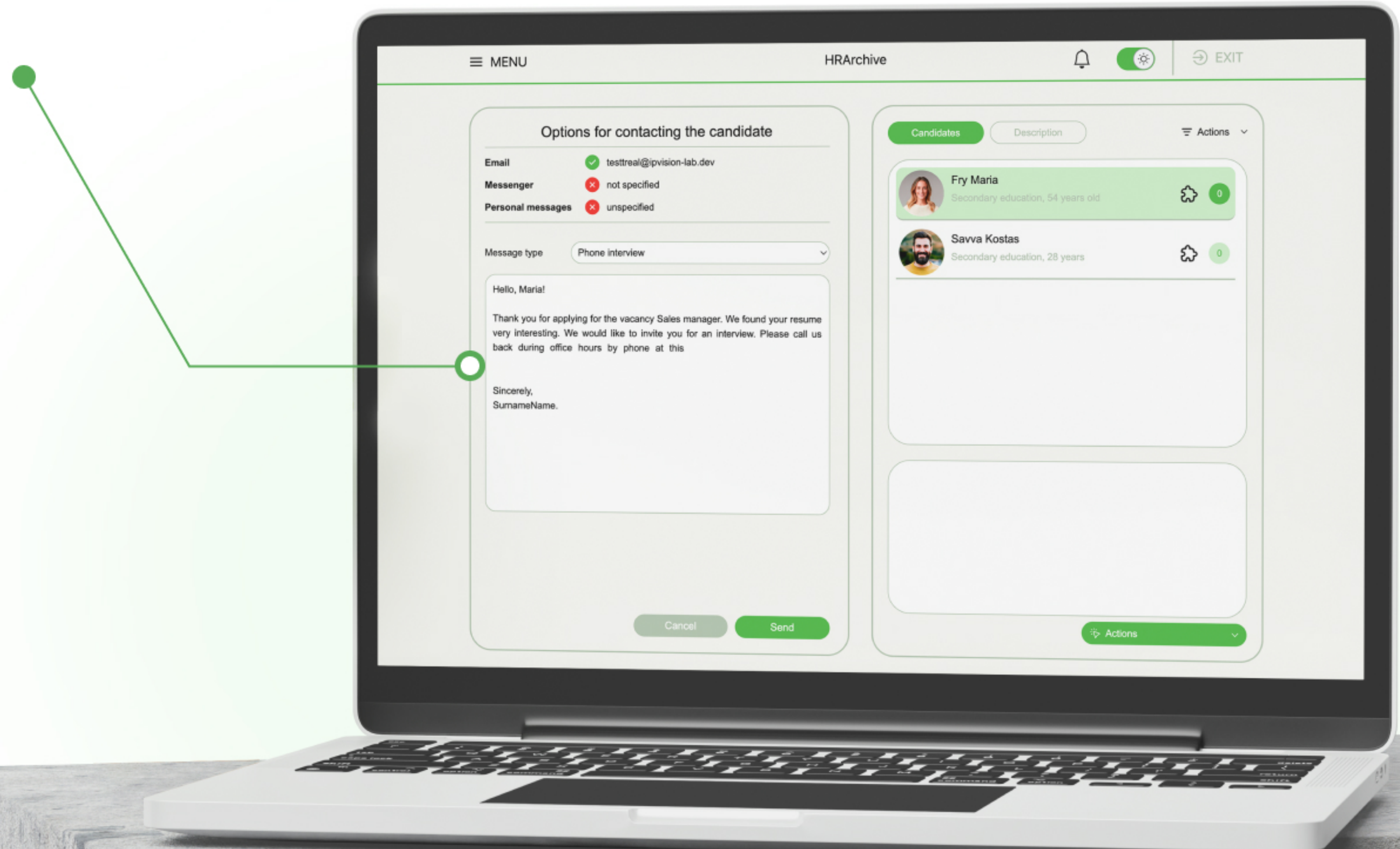


# Vacancies / Candidate communication

This tab allows the user to write a message to the candidate

Schedule a telephone or in-person interview

To invite to work or to refuse





# Vacancies / Interview appointment

This tab allows the user to schedule an interview with the candidate for a selected date and time

Reschedule the interview to another date or time

The screenshot displays the 'elisas.cgeng.pro' web application interface. The browser's address bar shows the URL. The application header includes a 'MENU' icon, the text 'HRArchive', a notification bell, a settings gear, and an 'EXIT' button. The main content area is divided into two panels. The left panel features a calendar grid with days of the week as column headers. The date '15' is highlighted in green, and a red circle with the number '1' is positioned above it. Below the calendar is a text input field labeled 'Enter interview name' with the word 'Interview' entered. At the bottom of this panel are 'Cancel' and 'Send' buttons. The right panel has tabs for 'Candidates' and 'Description'. Under the 'Candidates' tab, a card for 'Fry Maria' is shown, including her profile picture, name, and details: 'Secondary education, 54 years old'. To the right of the card is a star icon and a green circle with the number '0'. At the bottom of the right panel is an 'Actions' button with a dropdown arrow.

Monday	Tuesday	Wedne...	Thursday	Friday	Saturday	Sunday
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	1	2	3	4	5

Enter interview name  
Interview

Cancel Send

Candidates Description Actions

Fry Maria  
Secondary education, 54 years old

Actions

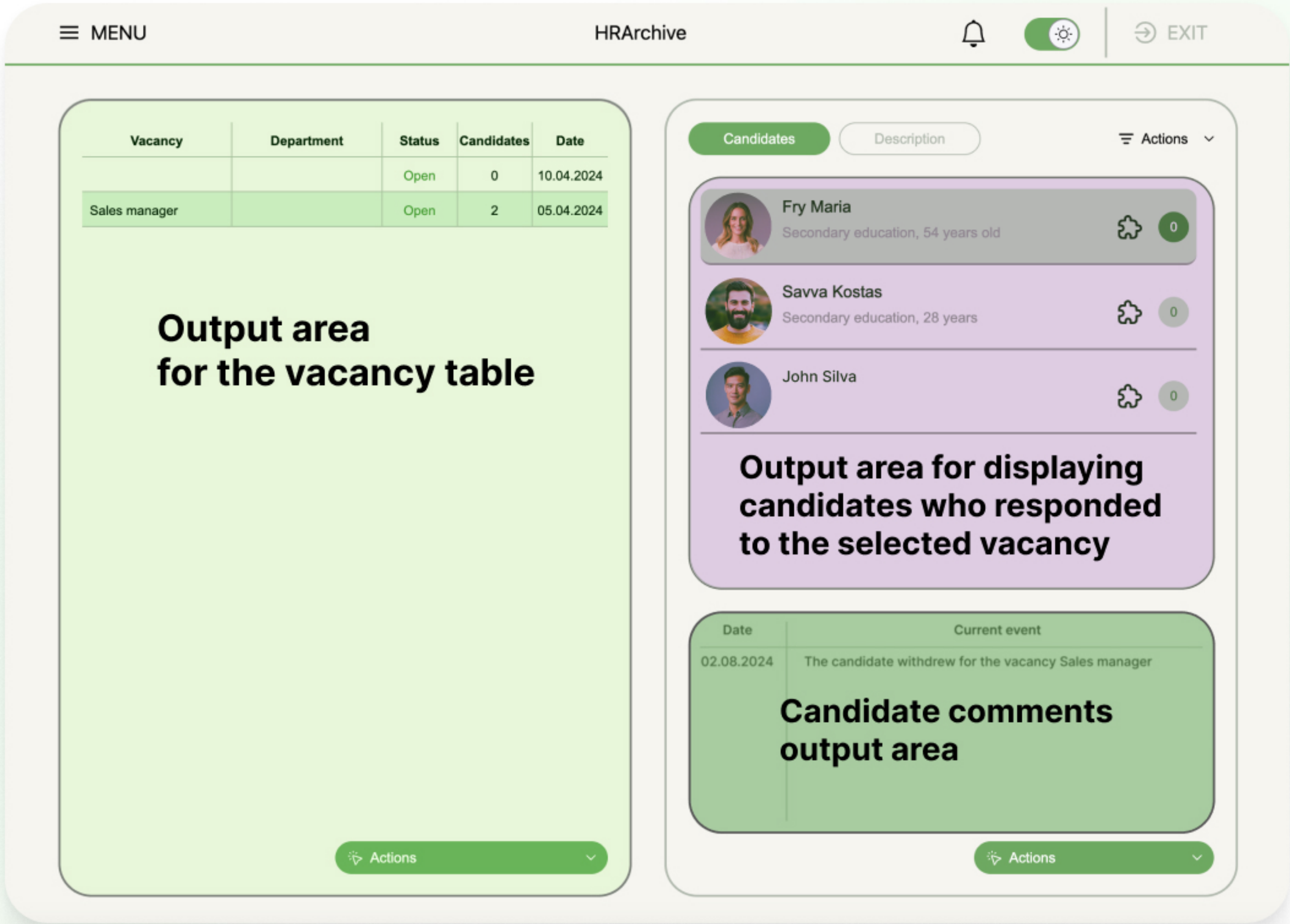


# Company vacancies

MENU

The «Company vacancies» page contains the list of vacancies created by all employees, as well as the list of candidates who responded to the selected vacancy.

Otherwise, the page functionality is identical to that of the page «Job».



# Candidates

≡ MENU

The «**Candidates**» page contains a list of candidates stored in the database

On this page, the user can open the candidate's resume

Leave a comment about a candidate or event.

Edit the candidate's details

Download the candidate's resume

Bind the candidate to the vacancy





# Candidates for approval

The page «**Candidates for approval**» contains the list of candidates that have been sent for approval.

On this page allows you to invite the selected candidate for an interview, reject him or send the candidate to the ⚙ Think status.

≡ MENU

HRArchive

EXIT

Name	Vacancy	Status	Forecast	Date
Fry Maria	Sales manager		0%	01.03.2023
Fry Maria	Sales manager		0%	01.03.2023

**Output area for the table of candidates awaiting approval**

Candidate

Fry Maria

Sales manager  
54 years old

Refuse

Think

Invite

Events

**Output area of events corresponding to the selected candidate, with the possibility of sending the status**

# Calendar

≡ MENU



The «**Calendar**» page is used to display past and upcoming events.



# Settings

≡ MENU

The «**Settings**» page allows you to change, if necessary, the profile data of the employee performing work on the current user.

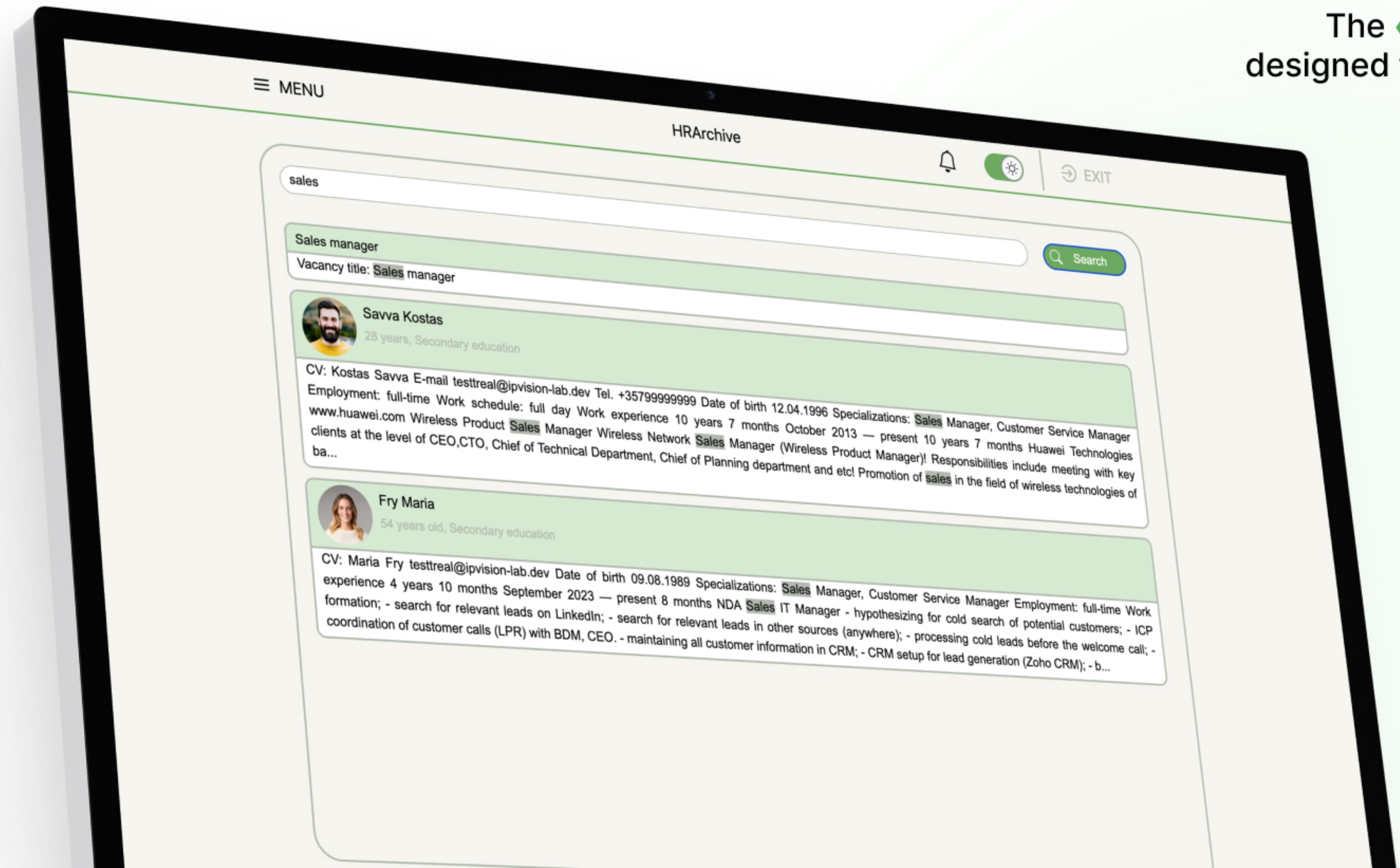
The screenshot shows a web browser window with the address bar displaying "elisas.cgeng.pro". The page header includes a "MENU" icon, the text "HRArchive", a notification bell, a settings gear icon, and an "EXIT" button. The main content area features two tabs: "Profile" (active) and "Liaison". Under the "Profile" tab, there are input fields for "Last name" (containing "Surname"), "First name" (containing "Name"), "Middle name" (containing "Enter the candidate's middle name"), and "Birth date" (containing "January 1, 1900"). Below these are sections for "Phones" and "Emails". The "Phones" section has a phone number input field with "+7" and a "Priority" radio button. The "Emails" section is currently empty. On the right side of the form, there are "Add" and "Delete" buttons for both "Phones" and "Emails", and a "Save" button at the bottom.

Field	Value
Last name	Surname
First name	Name
Middle name	Enter the candidate's middle name
Birth date	January 1, 1900
Phones	+7 ( ) - - -
Emails	

# Global search

≡ MENU

The «**Global Search**» page is designed to display search results for the entire system.






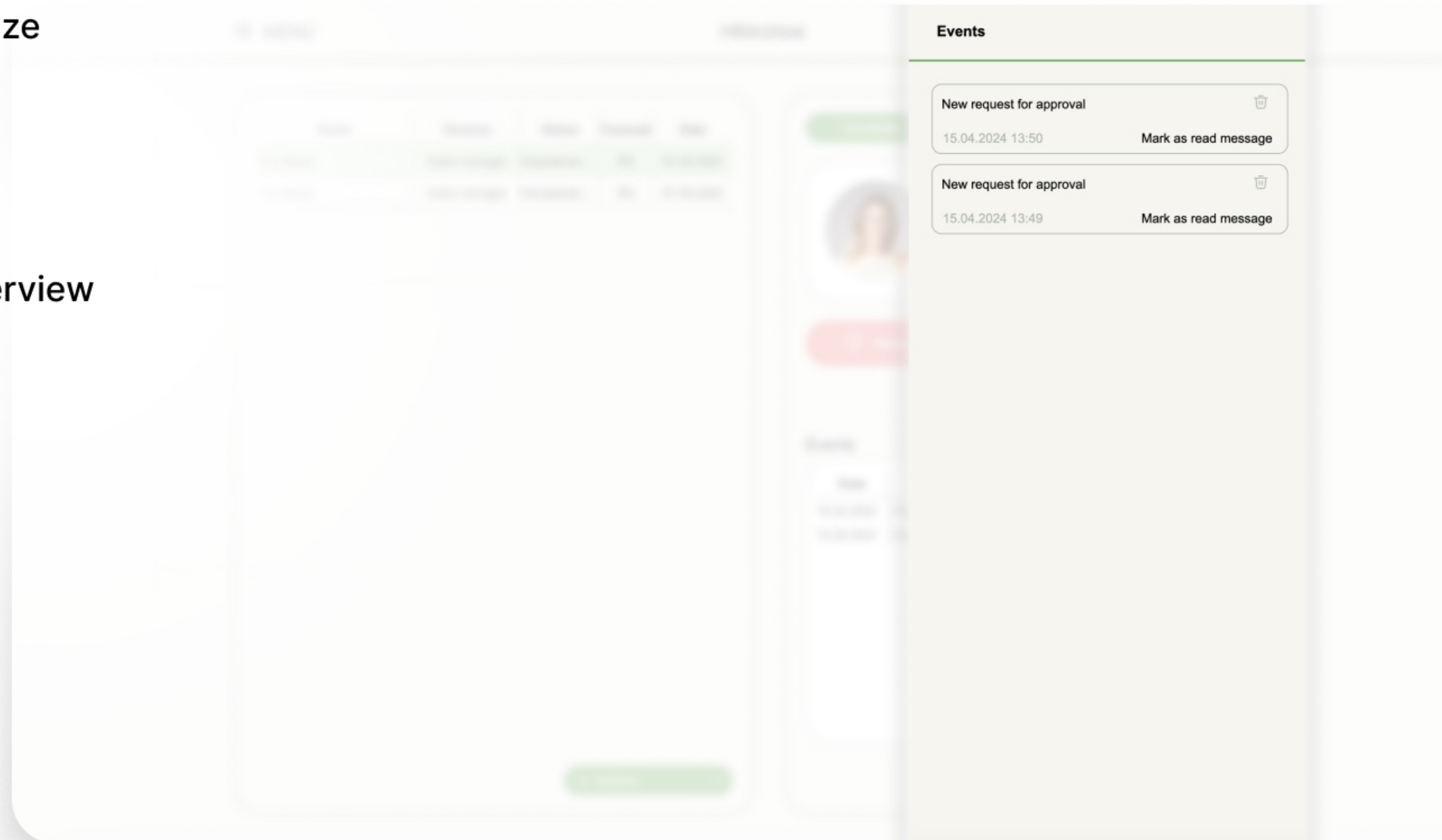


# Notifications and event feed

≡ MENU

This tab allows the user to familiarize themselves with **new events**:

-  New response
-  Candidate for concurrence
-  Scheduled or rescheduled interview



≡ MENU

# Theme change



The system implements the ability to change from a light theme **to a dark theme**



# Contact us



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