
Design and Implementation of Web Based Recruitment Portal for Nigeria Civil Service Commission Abuja

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ABSTRACT

Web based recruitment portal is a web-based application that monitors the recruitment process of any organization online. It has the features that allow the user to apply for a job online. When application is sent through the web portal, based on the requirement of the said job description, the portal screens the candidate and determines whether or not the applicant is qualified. If the applicant is not qualified, the portal rejects the application and returns feedback to the user, or else the applicant's information will be sent to the portal's database, where the administrator can access notify the applicant of the date of an interview. The web-based recruitment portal is or should be recommended for every organization in their personnel department because it will ease the stress of the personnel managers and as well help them to select the suitable people to suit the position. This web portal will be developed using Sublime Code Editor, XAMPP Server and scripting with PHP server technology. The database will be administered using MySQL.

Keywords: Design, Implementation, Web Based Recruitment Portal, Nigeria Civil Service Commission, Abuja

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1. INTRODUCTION

Online activities have in recent past replaced virtually every form of transactions. This is because of the advent of the internet, which provides a global network connection for all such activities. With this technology, many institutions have their tentacles spread across the globe. In line with this trend, job search activities and job providers need to join the bandwagon of the global community in sharing their information across the internet. The Project work is based on this notion.

A **web portal**, also known as a links page, presents information from diverse sources in a unified way. Apart from the standard search engine feature, web portals offer other services such as email, news, stock prices, information, databases and entertainment. Portals provide a way for enterprises to provide a consistent look and feel with access control and procedures for multiple applications and databases, which otherwise would have been different entities altogether.

The study was limited by several factors, some of which posed serious constraints towards the development of the project. One of the major drawbacks was due to financial constraints. This is among other frustrations such as program failures during modular construction stages.

Inability to procure personal internet access for uploading and access of resources made it difficult for the deployment at testing stage. Also the distance and availability of research materials. It was absolutely difficult to source most of the important information needed for this work. For instance, collection of information that helped me to develop the forms and database was another serious issue.

2. RELATED BACKGROUND

2.1 Overview of Recruitment Process

According to Edward Elgar recruitment is the premier major step in the selection process in the organization. It has been explained as an activity directed towards obtaining appropriate human resources whose qualifications and skills match functions of the relevant posts in the organization. Its importance cannot be overemphasized and can be best described as the "heart" of the organization. Abubakar Mohammed Idris said that the process of recruiting new staff is a critical. To a large extent, the success of an organization depends on it. This so because, when the right crop of manpower is enrolled, it makes for a better work output. On the other hand, employing the wrong candidate will mar or ruin the future of that organization. Thomas N. said that in many organizations, enough and quality time is allocated to this exercise, in order to ensure a successful outing or output.

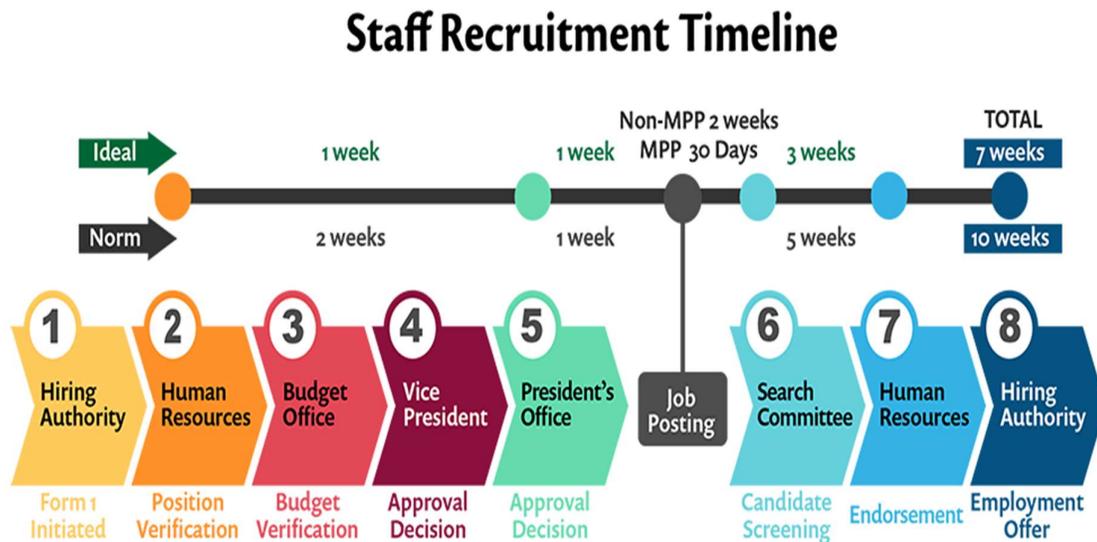


Fig 1: Staff Recruitment Timelines
Source: <https://hraps.humboldt.edu/recruitment-steps>

2.2 Implementations of Poor Recruitment by Line Managers

According to Kelly D. (2001), the absence of planning leads to chaotic recruitment that leads to a bumper harvest of unqualified applicants resulting in more unnecessary work for staff in recruitment. Starting the process without systematic approach, can rush decision and can end up with a mismatch person who will not be suited to in the organization. Thomas John Kajang, Silas Felix, McLean G.N, etal, said that there is a need to have a system that assists to access candidates throughout. This reduces the odds that will have to repeat this extensive, time consuming process.

To terminate a poorly employee especially at managerial level, is a costly failure to the organization considering the cost involved in the recruitment, selection, training, etc. Wrong placement at the officer level can lead to stagnation within the system. This may also affect production at one point or during the time of change.

3. RESEARCH METHODOLOGY

3.1 Analysis of Existing System

In the existing system a vacancy arises. Sometimes this is due to the creation of a new job, on other occasions it may be because an existing member of staff has been promoted or is retiring. The job description is updated and an employee specification is written. The job description lists the duties of the job whilst the employee specification gives details of the experience, skills and abilities needed to carry out the job. A vacancy advertisement is written and is circulated via different media including newspapers, internet recruitment sites, specialist publications and the Employment Service. Application forms are sent out along with copies of the job description and employee specification and must be returned on or before the closing date that has been set. A shortlist is compiled of applicants who are going to be invited to attend for interview.

This is done by the recruitment panel who compare each application form with the requirements of the employee specification. Feedback can be provided (upon request) to those not shortlisted and applicants have the right to complain if they feel they have been unfairly treated. Interviews are held. The panel will use the same set of questions with each interviewee. The interview may include a selection test. Feedback can be provided (upon request) and unsuccessful applicants have the right to complain if they feel they have been unfairly treated. The successful candidate are the invited for orientation, which is closely followed by induction training, after which the successful candidates are now absorbed into the force and deployed accordingly.

3.2 Analysis of New System

The new system, which this work intends to address will be internet based. This is to say that the system will be deployable as a website or web application and accessible over the internet. The following will be the key features of the new system:

1. **Online Application Form**
2. **Form Validation**
3. **Database**
4. **Job Advert Page**
5. **How the Site is Run**

3.3 Justification of the New System

TA system like this, Web Based Recruitment portal, is needful at this time, when information technology has taken over almost every aspect of human activities. In the first instance, we need such a system to stay afloat with the recent technological level with other countries. It is also important because of its an easy method of documentation without human interference. Instead of having many staff doing the same thing, only one staff may be required to monitor how information is flowing in and out.

4. SYSTEM DESIGN, IMPLEMENTATION, TESTING AND INTEGRATION

4.1 Object of the Design

The main objective of this design is to implement a Web Based Recruitment Portal. At the end of this design, an online site that is capable of running on a local server will be realized. In addition to this, a full database driven site with good user interface will be achieved.

4.2 Input and Output Specification

All input used on this system were rendered to suit the input of both stand alone PC and distributed system architectures. The input interface presents forms with labels, input fields and buttons. The input fields allow users to type in text or make input selections while the buttons are used to initiate events that execute some server/client site codes. Below shows one of the specification application forms:

The table below shows a typical design of the data structure.

Table 4.1: Data structure

Field Name	Field Type	Field Size
Date	DateTime	Automatic
Firstname	Varchar	100
Lastname	Varchar	100
Middlename	Integer	100
Gender	Varchar	100
Email	Varchar	100
Phone Number	Varchar	100

The output is rendered mostly on the screen over a web browser. In other words, all outputs from this system is only presented to the screen, the specification was designed in such a way that they give good representation on the computer screen. Majorly, the output from this work is a report containing the shortlisted candidate for interview and also candidates with different status based on application reviews.

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