



Employment Portal Municipality of Tirana

about project

E15



Budget

4,000,000 ALL



Municipal contribution

Design, implementation and monitoring

PROJECT DESCRIPTION

The Employment Portal of the Municipality of Tirana will be built according to standards and best practices in building software applications, with a particular focus on, accessibility from browsers and different devices like PCs, tablets, phones, to speed accessing information and security data. The portal will be hosted at the IT infrastructure of the Municipality of Tirana and the domain name will be <http://punesimitirane.al>. To minimize the time of filling their information can be integrated with national data bases such as:

- General Directorate of Civil Status - to get the details of employees through personal number
- National registration center- to get business data employer, through NIPT.
- National Employment Service - to get the job vacancies registered with the institution
- The General Department of Taxation - to obtain information

Also, this portal will contain data, particularly for vacancies, the announcement made on various employment as www.duapune.com, www.anegino.com etc.

Budget

This system will require a lot approximately 4,000,000 (four million Lek) which will include maintenance for a certain period as well as interventions in the event that we would consider that something should be added or removed in order to make it easier for job seekers and employers.

OVERALL OBJECTIVE

Increasing employment through job mediation and modernizing the job market in the Municipality of Tirana

PROJECT IMPLEMENTATION MODALITY

The Residents of the Municipality of Tirana, in search of a job, will be registered at the employment portal following the procedure : 1) Open the registration form 2) Register the Personal Number of the identity card, and the portal automatically receives data of the citizen of Civil Status 3) Complete the education and training 4) Work experience 5) Determine the profession and preferred position 6) Register the information e-mail and phone number 7) Optional: Attach electronic documents scanned, as references, list of notes or cover letter. The profile of the applicant and consequently his CV online will become active. Soon he can apply for a job position, (internships) with a single click, next to the vacancy. The applicants will be able to follow the progress of their application in the portal.

Employers will also be able to register on the portal the required data by the same way of employees : 1) Open the registration form 2) Register the NIPT if private business or correct name in the case of a public institution. The system will automatically take information from QKR in case of a private business. 3) Determine the correct address, which should be geo-referenced to enable visualization of the location of the employer in a GIS map 4) Contacts as e-mail and phone number. Once completed the required data, the profile of the employer is active and he can post jobs or opportunities for teaching practice. The announcement of a vacancy is a procedure also very simple, which is realized in the following steps: 1) Description of the job and the level of experience required 2) Skills required from candidates 3) Working hours and remuneration / monthly payments expected



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4) deadlines for application 5) confirmation of publication. Similarly, the employer may also post opportunities for training opportunities (internships). Once the vacancy will be published, it appears in the list of job vacancies, visible to all visitors of the site and applied by all jobseekers registered on the portal. List and CVs of applicants for each position are seen and followed by employers who select applicants passing phase progressive recruitment such as: - preliminary selection (short-listing), interview first, second interview, test / employment contract.

PRELIMINARY IMPACT

- ⇒ Improvement of services offered by the Labour Office, as well as online services to job seekers and employers;
- ⇒ Information, quick accessible in connection of the Labour Market
- ⇒ Real-time information about private entities and their location;
- ⇒ On this portal jobseekers can send their CVs applying to vacancies offered by private entities thus committing online matching demand and supply of Labor.



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