

# User Requirements Document

Functional, administrative, privacy, QA, and rollout requirements for the eWorkConnection soft launch.

Document	User Requirements Document
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Audience	Founder, admins, developers, QA employee agent, launch partners

Prepared for launch planning. This document is not legal, tax, employment, immigration, financial, or security advice; local counsel and tax advisors should review country-specific launch materials before paid scale.

# 1. Executive Summary

eWorkConnection is a role-based platform for job seekers, recruiters, and employer/company workspaces. The soft launch now uses Career Command Center at '/' as the main homepage, with Classic Home retained at '/classic-home' as the original launch page. The launch focuses on Find Jobs for job seekers and Talent Hire for recruiters, with admin-controlled company workspace, job posting, employer verification, consent, promotion, and staging controls. Other marketplace services remain waitlist-only until trust, safety, payment, fulfillment, and support workflows are ready.

# 2. User Personas

Persona	Primary Need	Success Outcome
Job seeker	Find relevant jobs, prepare applications, track progress, learn missing skills.	Search results, saved applications, resume/cover letter support, interview prep, peer support.
Recruiter / hiring user	Find candidates, post verified jobs, manage candidate discovery, collaborate with other recruiters.	Candidate list, match reasons, outreach, recruiter network, persistent pipeline tracking, job posting, and employer verification.
Company / employer workspace	Manage company hiring visibility and internal job posts where enabled.	Verified workspace, member list, job list, public availability flag, and workspace-scoped pipeline summary.
Admin	Control countries, trial windows, plans, promotions, features, users, event logs, support, and budget.	Safe launch with country-specific access, consent, block controls, employer verification, and visible operational controls.
Super admin	Own sensitive controls such as regulated features, super-admin assignment, API budget, and launch strategy.	Governed expansion with restricted high-risk switches.
Employee agent / QA	Review event logs, run regression, summarize defects, and trigger developer workflow.	Daily issue triage, QA report, email summary, actionable backlog.

# 3. Functional Requirements

## Find Jobs

- Use Career Command Center as the main homepage and keep Classic Home as a secondary link for the original launch experience.
- Career Command Center shows indicative preview content before login and a real personalized Career Briefing after login.
- Personalized Career Briefing must be cached once per user per day so refreshes do not trigger repeated AI spend, while current job/candidate counts can refresh from server records and browser search history.
- Career Command Center briefing cards should be clickable: current matching jobs opens Job Seeker results, candidate/talent signals opens Talent Desk, follow-ups opens applications, and learning focus opens resume/training context.
- Allow guest users during active trial to run AI-assisted job searches and use filters without login.
- Prompt login only for account-specific actions when trial rules require persistence or direct application workflows.
- Default job filters should maximize results: all job types, any work mode, any pay type, and freshness up to three months.
- Changing filters or sorting must filter existing results and must not trigger a new paid search call.

- Each completed job search should be saved as a distinct browser-local search run with query, location, timestamp, count, source summary, and result list so users can choose previous searches intentionally.
- Command Center current matching jobs should reconcile server/database counts with latest browser-local job search history so guest/trial searches are reflected immediately.
- If exact results are zero, show a clear zero-state and suggest similar jobs where possible.
- Include company-posted jobs in normal job seeker search only when the employer workspace is active, verified, explicitly allows public job availability, and the job is active with public visibility.
- Only publish active job listings where the posting appears open and the link is a direct job-detail URL; remove job-not-found, closed, expired, removed, unavailable, search/list/count pages, and similar-jobs-only pages.
- Support resume upload/extraction, keyword summary, match reasons, training recommendations, cover letter, recruiter email, interview prep, salary script, application tracker, and follow-up reminders.

## Find Talent

- Allow recruiters to search platform and public candidate profiles based on role, skills, location, country, work type, experience, freshness, and source settings.
- Default candidate filters should maximize results: all role types, any work type, any experience, all enabled sources.
- Changing filters or sorting must filter already listed candidates and must not trigger a new paid search call.
- Each completed talent search should be saved as a distinct browser-local search run with query, location, timestamp, count, source summary, and candidate list so recruiters can choose prior searches intentionally.
- Command Center candidate/talent signal counts should reconcile server/database counts with latest browser-local Talent Desk search history.
- Public candidate results should be actionable: platform candidates require opt-in/contact consent; public profiles require visible job-seeking, availability, resume/CV, or contact-for-opportunities signals.
- Show table-oriented candidate results when no specific recruiter filter is selected.
- Support recruiter network opt-in, public business profiles, connection approval, chat, candidate lead sharing only with consent, and admin moderation.
- Require employer verification review before active public job posts, mediated introductions, and other gated hiring workflows where configured.
- Support recruiter job posting with draft/active/paused/closed/deleted statuses, private/talent desk/public visibility, work mode, employment type, compensation, requirements, benefits, apply URL, and contact email.
- AI-assisted job description drafting and file/import parsing must recommend improvements without inventing employer facts; recruiters must confirm recommendations before saving.

## Company Workspace

- Company Workspace is admin-controlled by `company\_workspace\_enabled` and should be off until schema and operational readiness are complete.
- Company workspaces store company identity, owner, members, verification status, settings, jobs, and pipeline summaries with RLS/service-role protection.
- Normal job seekers can search company-posted jobs only through explicit external availability and public job visibility rules.

## Privacy and Consent

- Before users access active service areas, show Privacy/Terms acknowledgment. Store acceptance in local storage and cookie so it does not repeatedly interrupt the user.

- Recruiter visibility is off by default. Users must opt in before limited candidate signals are available to recruiters; users or admins can revoke that consent.
- Users must be able to withdraw consent and request deletion/correction where applicable.
- Only use publicly available data or user-provided/consented data. Public data must be presented as unverified and subject to user validation.

### Admin and Platform Controls

- Super admin controls country launch availability, country trial start/end dates, country pricing, regulated feature access, and API budget/maintenance mode.
- Country admins manage users and trial periods only for assigned countries.
- Super admin manages country/global promotion coupons and user-specific promotions. Promotions default to 0% unless explicitly enabled.
- Admins can block/unblock normal users, manage job seeker recruiter-consent, review employer verification, and use User Activity without manual reload when tracking data is available.
- Feature controls should be grouped by Job Seeker, Recruiter, Platform, Other Services, and Super Admin-only controls.
- Diagnostic audit/trace controls should not appear for normal users; they belong in admin/developer mode.

## 4. Non-Functional Requirements

Area	Non-Functional Requirement
Security	Use same-origin API calls, Supabase RLS, service-role-only server operations, role guards, admin email restrictions, no secret keys in browser code, and super-admin-only controls for sensitive feature switches.
Privacy	Show service-entry acknowledgment; support consent withdrawal/deletion/correction; minimize stored personal data; label public-source data as unverified; avoid unnecessary collection.
Performance	Cache/filter existing results client-side; avoid repeated AI calls on filter changes; keep advanced controls collapsed; use lower-cost model for extraction/search formatting where acceptable.
Scalability	Keep country/pricing/feature controls data-driven; isolate region-specific rules; plan future regional data residency and per-country API budget overrides.
Cost Control	Track AI usage by call type/country/user; enforce configurable budget limit; enter maintenance mode for processing when budget is exceeded; expose admin budget status.
Reliability	Build must pass; QA employee agent must run public, authenticated, admin, and real-time search smoke tests when configured; failures create actionable event-log records.
Observability	Event log, downloadable traces, QA artifacts, employee-agent email summaries, and user-reported issue metadata must identify page, country, category, and severity.
Usability	Core flows must be clear for guest trial users; Ask Me and feedback must not overlap primary controls; diagnostic audit UI should be hidden from normal users.
Mobile	All primary flows must be usable on phone widths with non-overlapping chat, feedback, menus, and action buttons.
Compliance	Country launch pages, pricing, privacy copy, tax assumptions, and data handling must be reviewed before each country is enabled.

## 5. Acceptance Criteria

- Guest can search jobs and candidate pages during trial without being forced into login for the initial search.
- Admin and super admin pages remain protected and redirect unauthorized users.
- Privacy acknowledgment appears once per browser for active services and is not shown repeatedly after acceptance.
- Ask Me and Report Issue / Feedback do not overlap each other or core menus on desktop/mobile.
- Event log receives user-reported issues with page, country, category, and screenshot metadata where available.
- Country controls display active countries, trial dates, pricing, and admin ownership.
- Search source controls are available as advanced options and are not visually dominant in the core flow.

## 6. Launch Backlog

Priority	Item	Owner
P0	Run full authenticated QA with eworkconnections@gmail.com and capture defects.	QA employee agent / Founder
P0	Verify Supabase schema migrations for peer profiles, recruiter network, event log, budget, and country pricing.	Developer
P0	Validate production Supabase auth redirect URLs and Vercel environment variables.	Founder / Developer
P1	Add country-specific policy review sign-off before enabling paid launch.	Founder / Counsel
P1	Improve search observability with downloadable trace logs in admin/developer mode.	Developer
P2	Add roadmap/wishlist workflow for approved suggestions.	Employee agent