Interview Agenda

Purpose

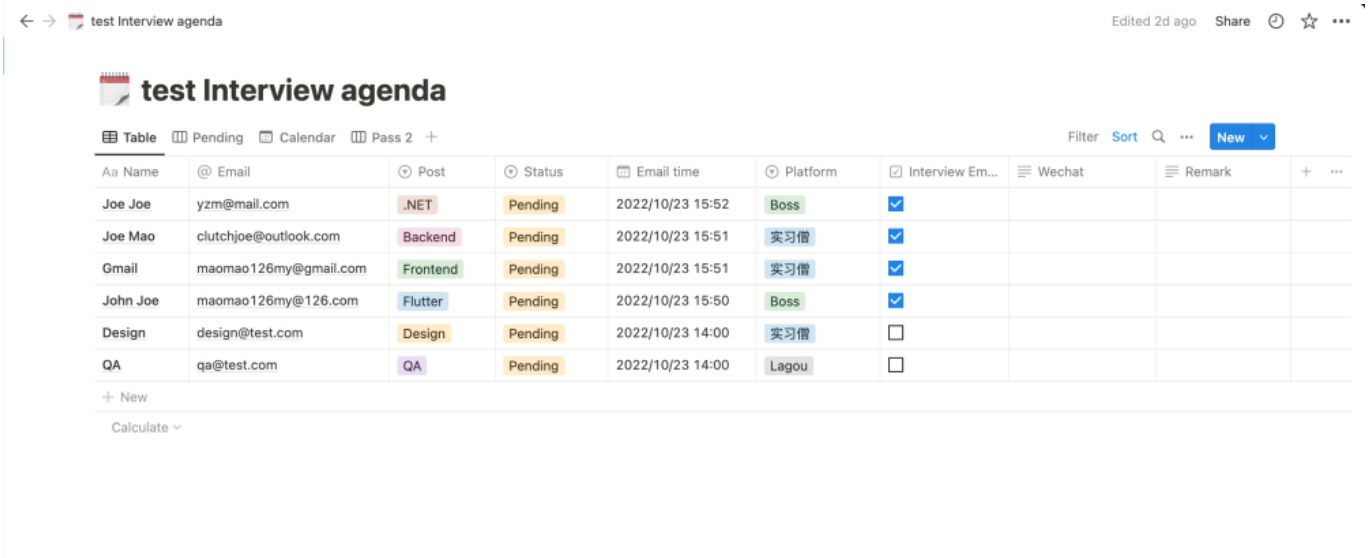
- Collect all candidates' information and manage them in one place.
- Find out all candidates with unscheduled written emails every day.
- Use SendGrid to schedule email base on difference position.

Candidate's profile

- Find candidates on different online recruitment platforms
- Get the candidate's name, email and the online written test time agreed by both parties

Store candidate's profile on Notion

- Setup a Notion page like that



- Each time need to add a new one

Integrate Notion

- Integrate Notion

Integrate SendGrid

- Integrate SendGrid

Integrate with iOS Shortcuts

- Integrate with iOS Shortcuts

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