HIRING PROCESS ANALYTICS

TRAINITY PROJECT #4

SUBMISSION BY :

ANANAYA LAL

DATA ANALYTICS TRAINEE

PROJECT DESCRIPTION

Analyze the company's hiring process data and draw meaningful insights from it. The hiring process is a crucial function of any company, and understanding trends such as the number of rejections, interviews, job types, and vacancies can provide valuable insights for the hiring department.

WORK AREAS

Handling Missing Data: Check if there are any missing values in the dataset. If there are, decide on the best strategy to handle them.

Clubbing Columns: If there are columns with multiple categories that can be combined, do so to simplify your analysis.

Outlier Detection: Check for outliers in the dataset that may skew your analysis.

Removing Outliers: Decide the best strategy to handle outliers. This could be removing them, replacing them, or leaving them as is, depending on the situation.
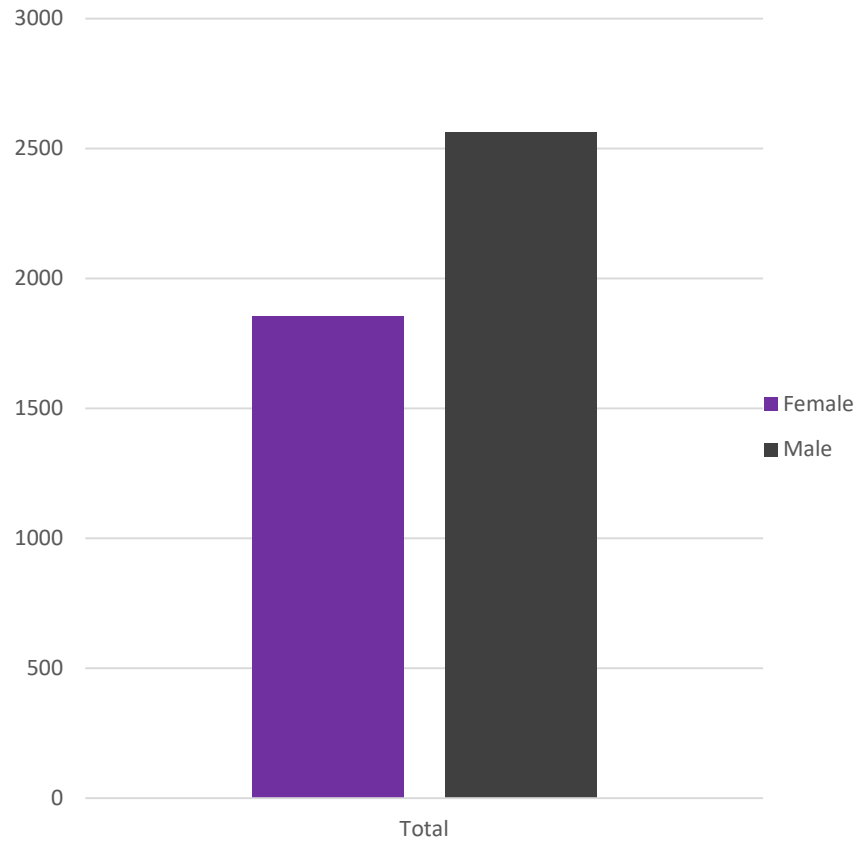
Data Summary: After cleaning and preparing data, summarize findings

APPROACH

Removed the missing data and performed outlier analysis where it was found that there were 3 rows with very high salary and 2 rows with very low salary, so further cleaning done. Afterwards main analysis started.

Tech Stack Used

- MS Excel
- PowerPoint Presentation

TASK 01

Determine the gender distribution of hires. How many males and females have been hired by the company?

Status : Hired		
Gender	Male	Female
Count	2563	1856

=COUNTIFS(D:D,"Male",C:C,"Hired")

=COUNTIFS(D:D,"Female",C:C,"Hired")

	Column Labels ▼		
	Hired	Rejected	Grand Total
Count of Status	4697	2471	7168

■ Female
■ Male

Total

TASK 02

What is the average salary offered by this company?
Use Excel functions to calculate this.

Average Salary Offered in Rs.	49976.056

=SUM(G:G)/COUNT(A:A)

Dept wise Avg Salary

Dept.	Emp count	Avg Salary
Service	1332	50629.884
Sales	485	49310.381
Operational	1843	49151.354
Finance	176	49628.007
Production	246	49448.484
Marketing	202	48489.935
Purchase	1332	52564.775
Human Resource	70	49002.278
Gen. Management	113	58722.093

FORMULA USED :
=AVERAGEIF(E:E,"Service Department",G:G)
=AVERAGEIF(E:E,"Sales Department",G:G)
=AVERAGEIF(E:E,"Operations Department",G:G)
=AVERAGEIF(E:E,"Finance Department",G:G)
=AVERAGEIF(E:E,"Production Department",G:G)
=AVERAGEIF(E:E,"Marketing Department",G:G)
=AVERAGEIF(E:E,"Purchase Department",G:G)
=AVERAGEIF(E:E,"Human Resource Department",G:G)
=AVERAGEIF(E:E,"General Management",G:G)

TASK 03

Create class intervals for the salaries in the company. This will help you understand the salary distribution.

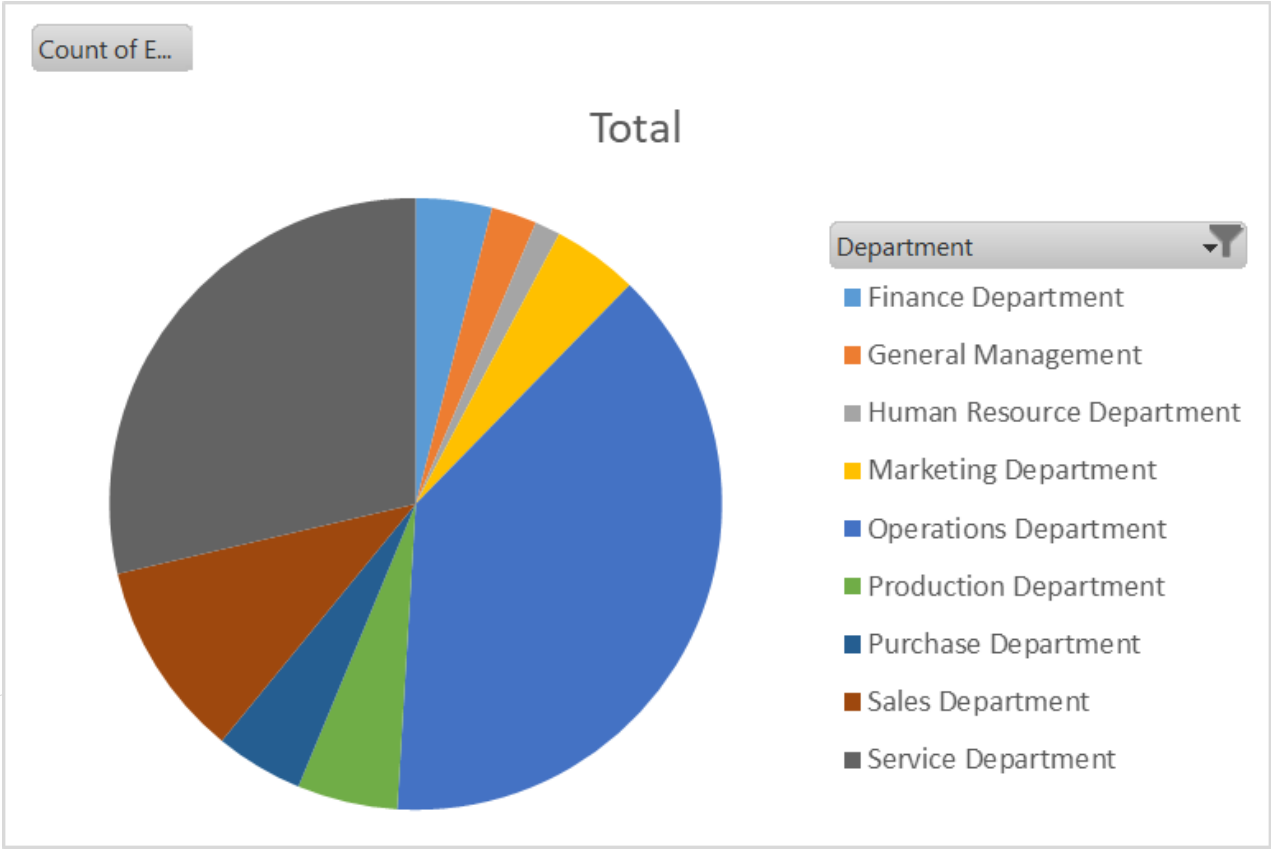| Max salary	400000
Min Salary	100
Difference	399900

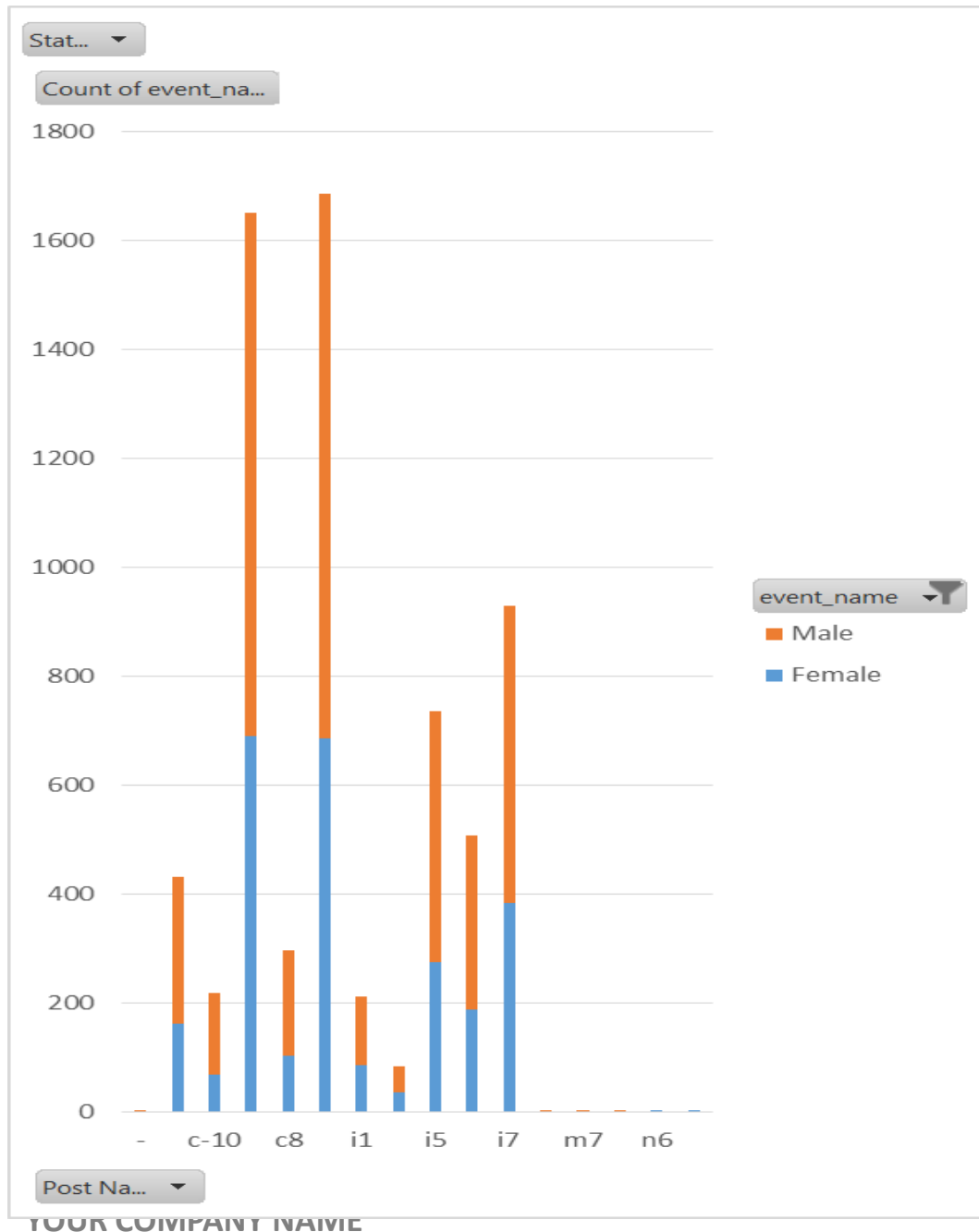=MAX(G:G)

=MIN(G:G)

=MAX(G:G)-MIN(G:G)

TASK 04

Use a pie chart, bar graph, or any other suitable visualization to show the proportion of people working in different departments.

Row Labels	Count of Emp
Finance Department	288
General Management	172
Human Resource Depar	97
Marketing Department	325
Operations Department	2771
Production Department	380
Purchase Department	333
Sales Department	747
Service Department	2055
Grand Total	7168

Count of E...

Total

Department

- Finance Department
- General Management
- Human Resource Department
- Marketing Department
- Operations Department
- Production Department
- Purchase Department
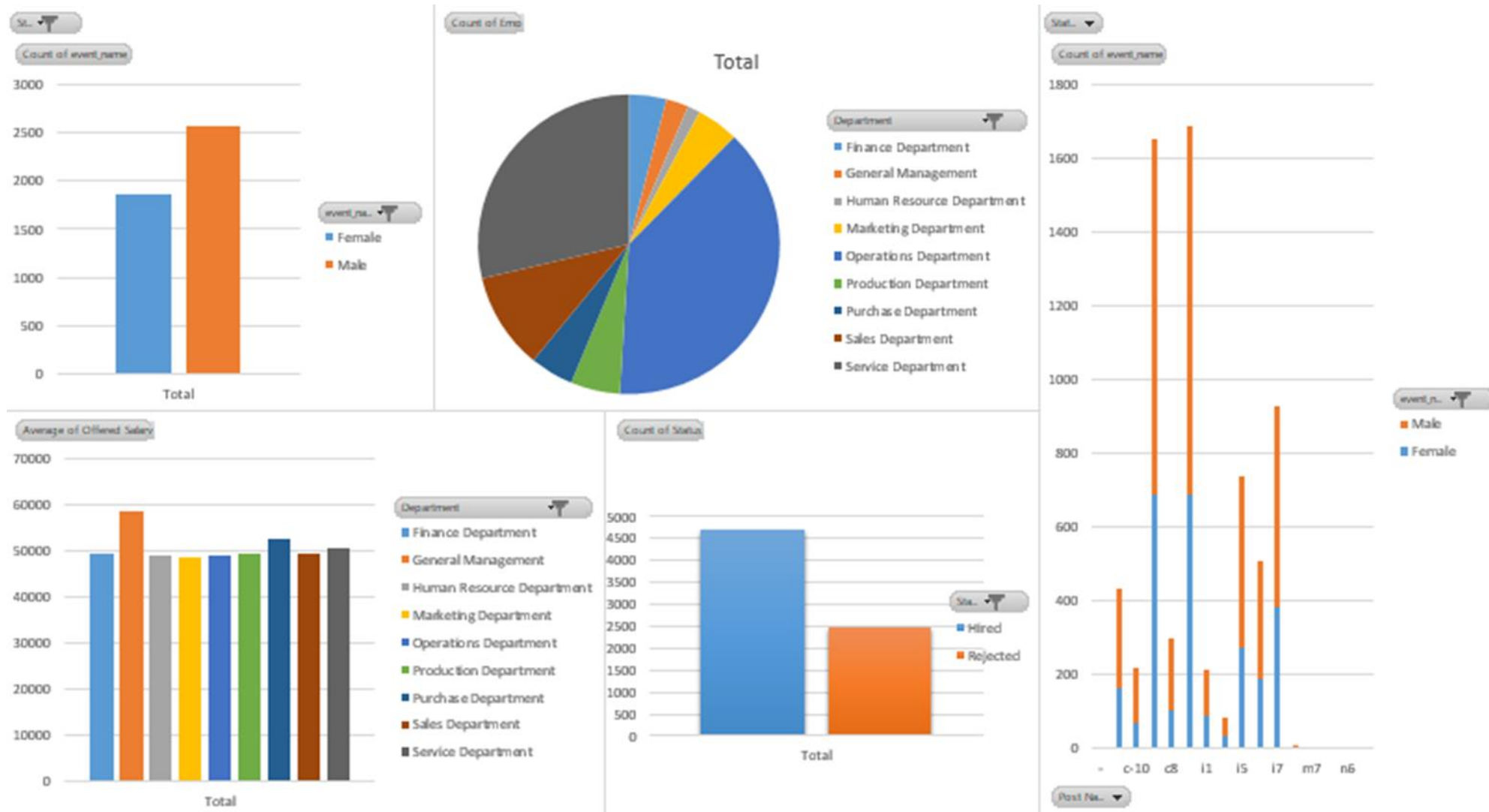- Sales Department
- Service Department

TASK 05

Use a chart or graph to represent the different position tiers within the company. This will help you understand the distribution of positions across different tiers.

Status	(All)		
Count of ev	Column		
Row Lab	Female	Male	Grand Total
-		1	1
b9	161	271	432
c-10	67	152	219
c5	689	963	1652
c8	103	193	296
c9	686	1001	1687
i1	86	125	211
i4	35	48	83
i5	275	461	736
i6	187	320	507
i7	383	546	929
m6	1	2	3
m7		1	1
n10		1	1
n6	1		1
n9	1		1
Grand Total	2675	4085	6760

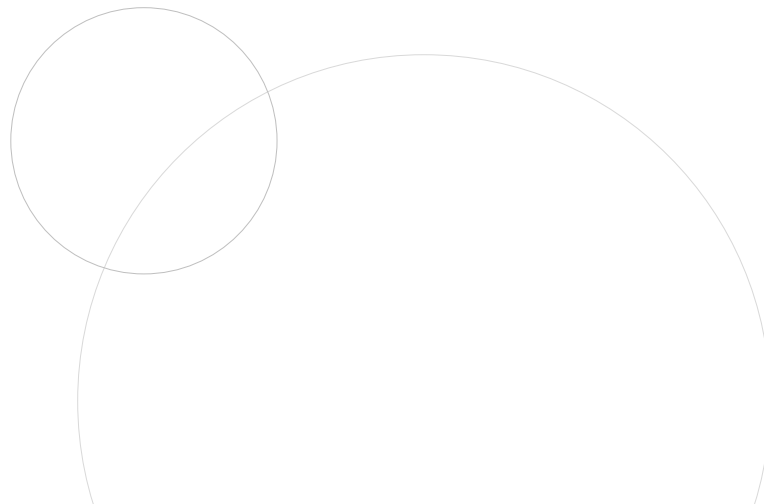YOUR COMPANY NAME

SUMMARY DASHBOARD

BASIC INSIGHTS

- Male count of hired employees is 2563

- Female count of hired employees is 1856

- There are total 9 departments as mentioned in the side table with their average offered salary as well.

- Average salary offered is Rs. 49976.093 of which maximum salary Rs. 400000 and minimum salary is Rs. 100.

- Out of 7168 candidates, 4697 got hired while 2471 got rejected.

Status : Hired		
Gender	Male	Female
Count	2563	1856

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Average Salary Offered in Rs.	49976.056

Max salary	400000
Min Salary	100
Difference	399900

RESULT

This task helped me to understand the basics of MS Excel, including identifying missing data, handling data, using excel functions and utilizing pivot tables and graphs. I look forward to learning more .

THANK YOU

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