**Performance & Final Submission Phase**

**Report dashboard Template**

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| **Date** | **23 November 2023** |
| **Github name** | **[74BC4F37853BF1E8045468DA6E31B6A0-SALESFORCE](https://github.com/Kiruthikaduraiyarasan/74BC4F37853BF1E8045468DA6E31B6A0-SALESFORCE/tree/main)** |
| **Project Name** | Recruiting Assistance For The HR Managers |

**Report dashboard**

1. **Overview Section:**

- Total Hires: Display the total number of hires made during a specific period.

- Open Positions:Highlight the number of currently open positions.

- Time-to-Fill: Average time taken to fill a position.

1. **Recruitment Funnel:**

- Applicants : Number of applicants in the pipeline.

- Screened Candidates : Breakdown of candidates who have passed initial screening.

- Interviewed Candidates : Number of candidates who have gone through the interview process.

- Offers Extended: Display the number of job offers extended.

1. **Source Effectiveness:**

- Source Distribution: Percentage distribution of candidates from different sources (e.g., job boards, internal referrals, Linked In).

- Conversion Rates by Source: Show the conversion rates for each source in the recruitment funnel.

1. **Candidate Quality:**

- Resume Quality: Analyze the quality of resumes received through metrics like education, experience, and skills.

- Assessment Results: Highlight the average scores of candidates in assessments or tests.

1. **Diversity and Inclusion:**

- Diversity Metrics: Track diversity in the candidate pool and hiring outcomes.

- Inclusion Initiatives: Highlight any specific initiatives or programs related to diversity and inclusion.

1. **Time Analysis:**

- Time-to-Hire by Department/Role: Average time taken to hire for different departments or roles.

- Time Spent in Each Recruitment Stage:Breakdown of time spent at each stage of the recruitment process.

1. **Cost Metrics:**

- Cost per Hire: Calculate the average cost incurred to hire one employee.

- Cost per Source: Evaluate the cost-effectiveness of different recruitment sources.

1. **Candidate Feedback:**

- Candidate Satisfaction Scores: Incorporate feedback from candidates about their experience during the recruitment process.

1. **Open Positions Breakdown:**

- Positions by Department/Team: Display the number of open positions in each department or team.

1. **Upcoming Events:**

-Scheduled Interviews: List upcoming interviews and interviewers.

- Recruitment Events: Highlight any upcoming career fairs or recruitment events.