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Data Analytics Trainee

Task 4: Hiring Process Analytics , Tech Stack Used : Microsoft Excel

Analysis done on the following points:-

A. Hiring: Process of intaking of people into an organization for different kinds of positions.

Your task: How many males and females are Hired ?

B. Average Salary: Adding all the salaries for a select group of employees and then dividing the sum by the number of employees in the group.

Your task: What is the average salary offered in this company ?

C. Class Intervals: The class interval is the difference between the upper class limit and the lower class limit.

Your task: Draw the class intervals for salary in the company ?

D. Charts and Plots: This is one of the most important part of analysis to visualize the data.

Your task: Draw Pie Chart / Bar Graph (or any other graph) to show proportion of people working different department ?

E. Charts: Use different charts and graphs to perform the task representing the data.

Your task: Represent different post tiers using chart/graph

Handling the Missing Values

Columns in the data have missing values specified with the “-”.Therefore Conditional Formatting has been used and a lot of data has been removed .A large range of duplicates are shown in the “Application Id “column and there fore they are removed

	A	B	C	D	E	F	G
1	City	Jan	Feb	Mar	Apr	May	Jun
2	Barstow	80	84	84	97	95	98
3	California City	78	86	84	96	98	102
4	Cinco	83	86	86	97	95	103
5	Hesperia	78	85	87	98	97	102
6	Lancaster	78	85	86	99	95	101
7	Mojave	82	85	86	98	96	99
8	Palmdale	81	84	85	97	95	101
9	Ridgecrest	81	87	87	97	96	98
10	Rosamond	82	86	88	99	97	101
11	Santa Clarita	79	85	87	95	96	103

File Home Insert Page Layout Formulas Data Review View Help Tell me what you want to do									
Get Data		From Text/CSV		Recent Sources		Queries & Connections		Sort & Filter	
Data		From Web		Existing Connections		Refresh All		Text to Columns	
		From Table/Range				Properties		Data Tools	
						Edit Links		What-If Analysis	
								Forecast Sheet	
Get & Transform Data									
Queries & Connections									
Sort & Filter									
Forecast									
N17									

Remove Duplicates
"option"

Duplicates
removed

Handling the Outliers

Using the Onehot encoding columns like Event name ,Department Name,Post name and Status are encoded and there fore the outliers are removed if the respective sum is not equal to 1 and the offered salary being numeric are removed by using the IQR .The picture below is the encoded data for the Post Name

[illegible]

Hiring

Hiring: Process of intaking of people into an organization for different kinds of positions.

Your task: How many males and females are Hired ?

Gender	Satus	No of people Hired
Female	Hired	1557
Male	Hired	2092



Average Salary

Average Salary: Adding all the salaries for a select group of employees and then dividing the sum by the number of employees in the group.

Your task: What is the average salary offered in this company ?

To find the average salary offered in this company:-

Then using the formula

=AVERAGE(entire_column_of_salary_after_removing_outliers considering only the hired people)

=AVERAGE(G:G)

Output/Result

49897.13421

Class Intervals

Class Intervals: The class interval is the difference between the upper class limit and the lower class limit.

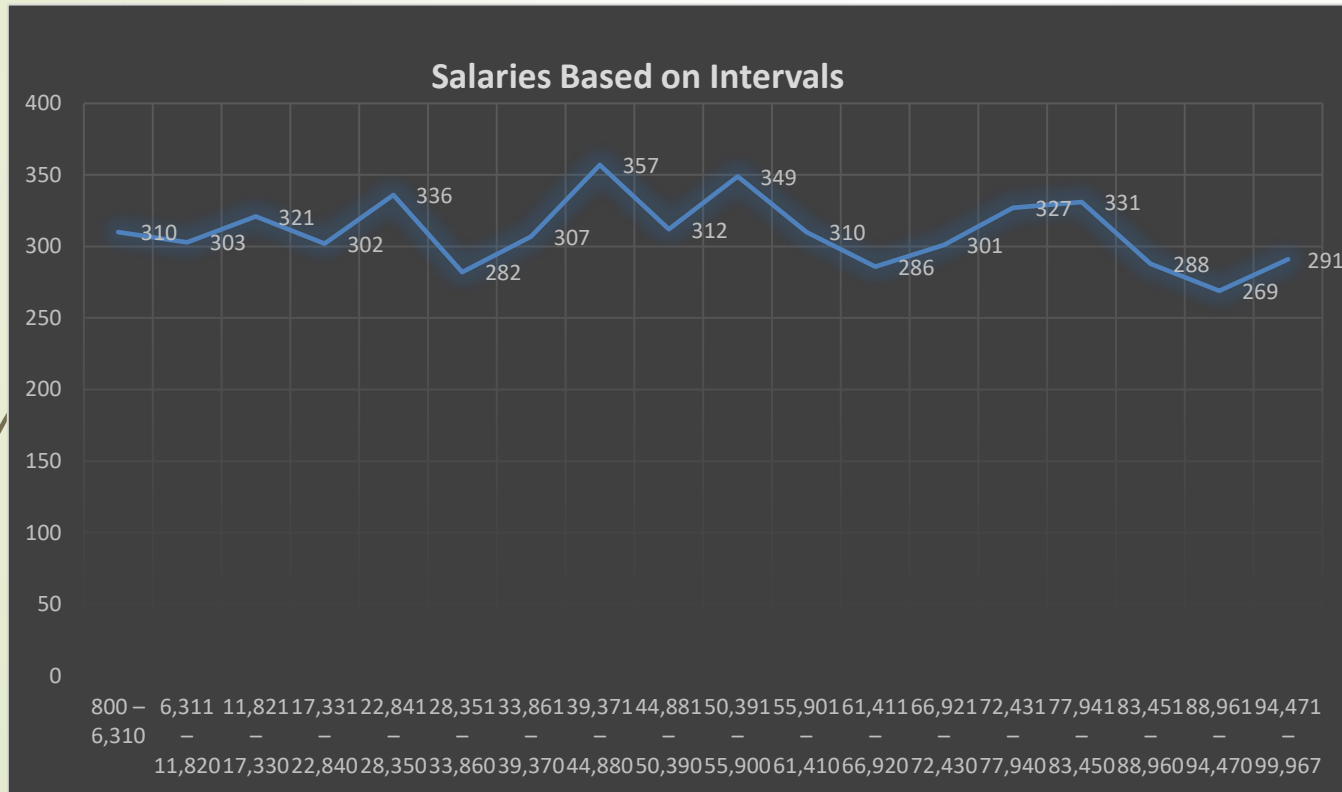
Your task: Draw the class intervals for salary in the company ?

Interval	Salary Range	Frequency
1	1 800 – 6,310	310
2	6,311 – 11,820	303
3	11,821 – 17,330	321
4	17,331 – 22,840	302
5	22,841 – 28,350	336
6	28,351 – 33,860	282
7	33,861 – 39,370	307
8	39,371 – 44,880	357
9	44,881 – 50,390	312
10	50,391 – 55,900	349
11	55,901 – 61,410	310
12	61,411 – 66,920	286
13	66,921 – 72,430	301
14	72,431 – 77,940	327
15	77,941 – 83,450	331
16	83,451 – 88,960	288
17	88,961 – 94,470	269
18	94,471 – 99,967	291

Class Intervals

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Your task: Draw the class intervals for salary in the company ?



Salaries considered
only for the Hired
people

Charts and Plots

Charts and Plots: This is one of the most important part of analysis to visualize the data.

Your task: Draw Pie Chart / Bar Graph (or any other graph) to show proportion of people working different department ?

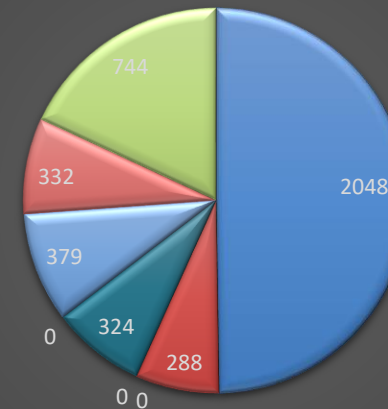
Department	Frequency
Service Department	2048
Finance Department	288
Finance Department	
Production Department	
General Department	0
Marketing Department	
Sales Department	
Human Resources Department	0
General Management	
Marketing Department	324
Operation Department	0
Production Department	379
Purchase Department	332
Sales Department	744

Charts and Plots

Charts and Plots: This is one of the most important part of analysis to visualize the data.

Your task: Draw Pie Chart / Bar Graph (or any other graph) to show proportion of people working different department ?

Visual Representation of people in respective departments after hired
(removal of missing values)



- | | | |
|-----------------------|----------------------------|----------------------|
| Service Department | Finance Department | Finance Department |
| Production Department | General Department | Marketing Department |
| Sales Department | Human Resources Department | General Management |
| | Marketing Department | Operation Department |
| Production Department | Purchase Department | Sales Department |

Charts(Hired+Rejected)

Charts: Use different charts and graphs to perform the task representing the data.

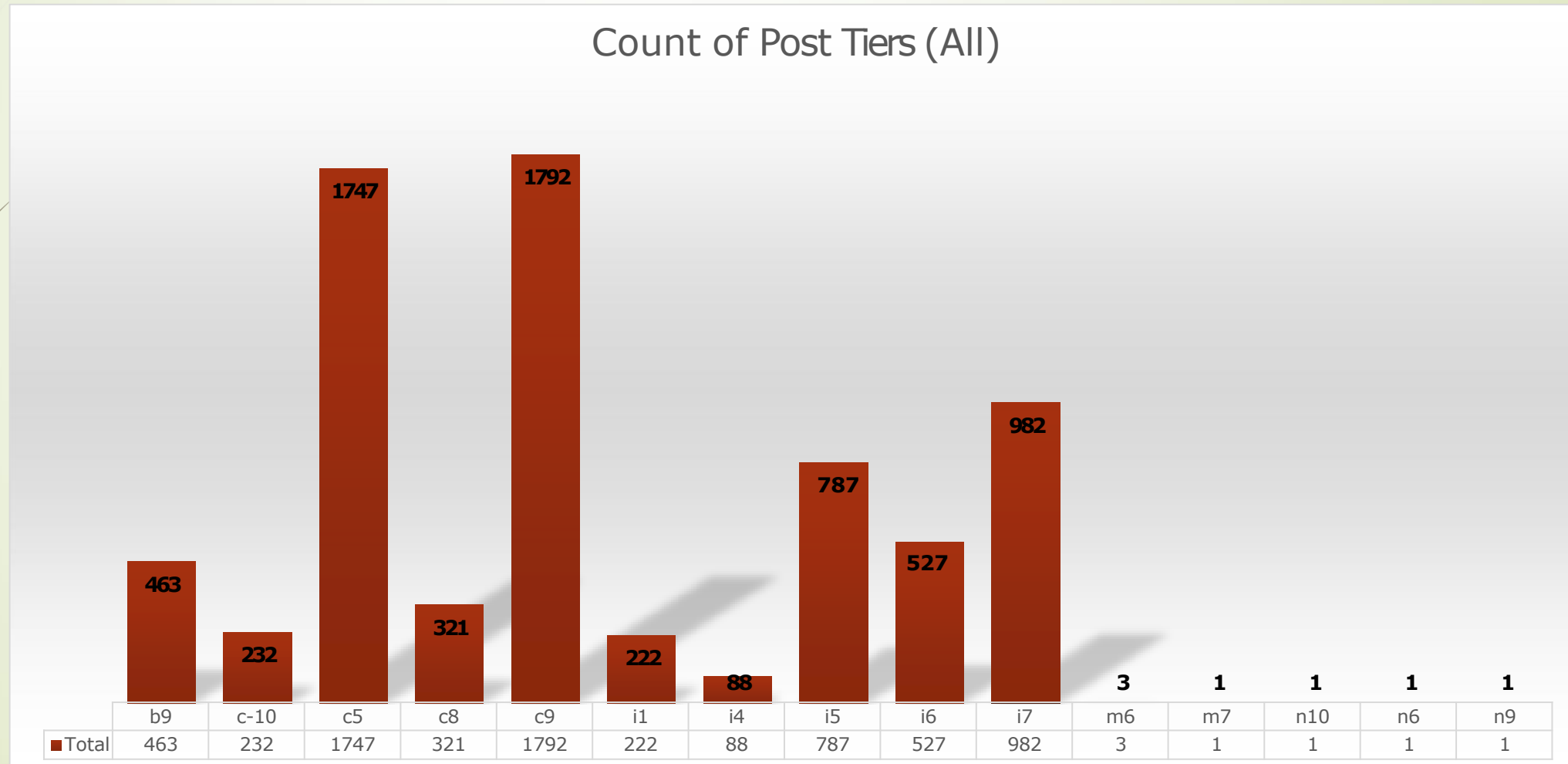
Your task: Represent different post tiers using chart/graph

Post Name	frequency
c8	319
c5	1742
i4	88
i7	980
n10	1
b9	462
i5	785
i1	220
i6	527
m6	3
m7	1
c-10	231
c9	1790
n9	1
n6	1

Charts(Hired+Rejected)

Charts: Use different charts and graphs to perform the task representing the data.

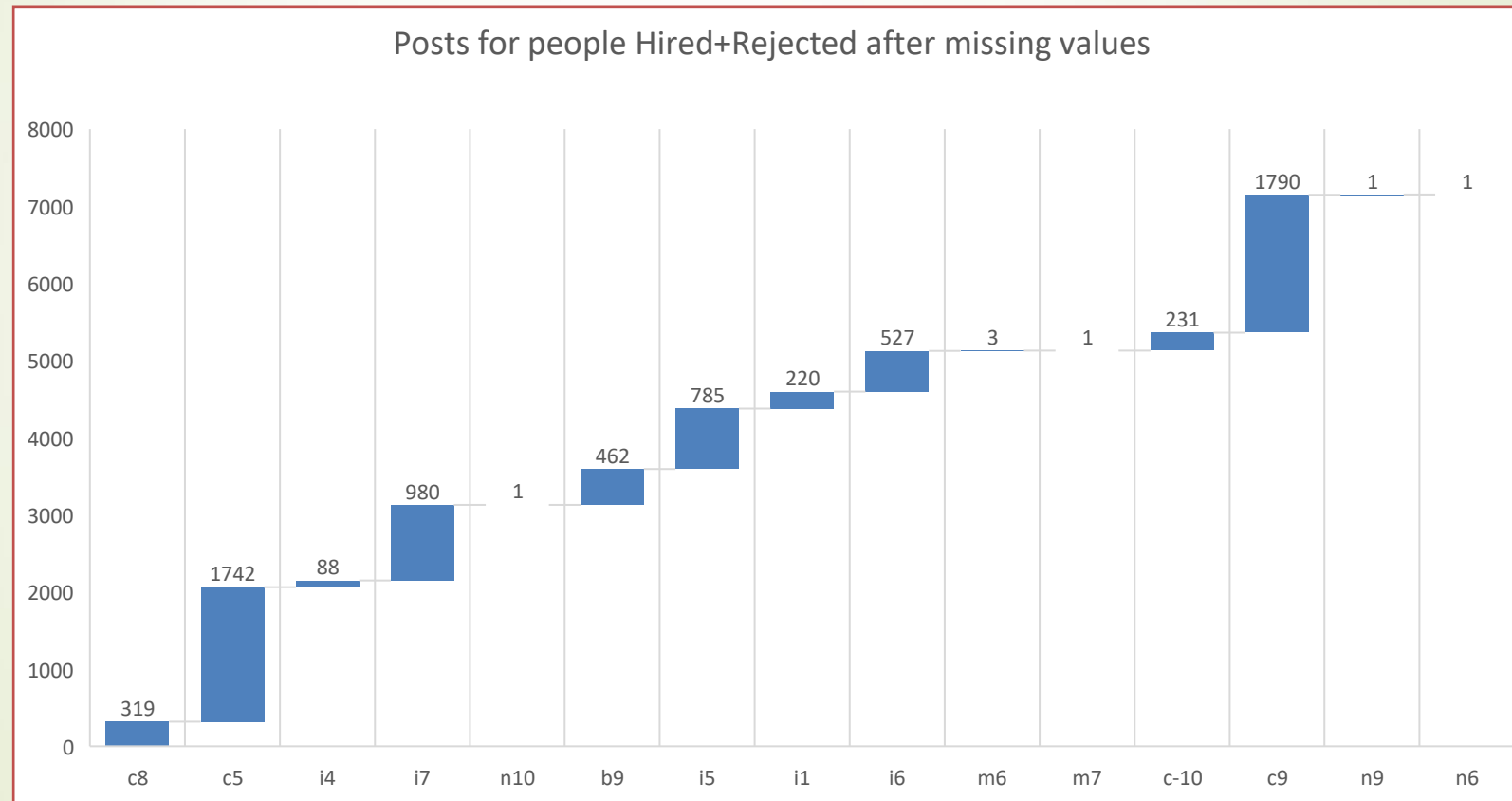
Your task: Represent different post tiers using chart/graph




Charts(Hired+Rejected)

Charts: Use different charts and graphs to perform the task representing the data.

Your task: Represent different post tiers using chart/graph



c9, 1792, 23%



Hence, all the questions given as a part of Data Analytics Trainee Task 4: Hiring Process Analytics have been provided with answers along with graphs

In this task all the concepts regarding to Excel and statistics have been implemented using Microsoft Excel

Google Drive Link for the Updated and edited Excel sheet

[..\OneDrive\Desktop\Cop of Statistics.xlsx](#)