# **Korn Ferry Technical Test**

For this technical test, please execute the tasks to the best of your understanding. Leave comments where appropriate if you have to make assumptions or to explain your reasoning and understanding of the task set. Note that all case studies are purely fictious and do not represent any true plans of the company.

## Case Study: Recruitment Data Analysis

**Important notes**

To work on the questions below, the following *.csv* files have been provided. Please ensure you have these files before proceeding. They will serve as the data for both Parts 1 and 2.

1. candidate.csv
2. requisition.csv

### Field Descriptions

#### Candidate Data Field Descriptions

|  |  |
| --- | --- |
| Field Name | Description |
| Candidate ID | Unique identifier for each candidate. |
| Req ID | Identifier linking the candidate to a job requisition. |
| Submission Source Type | General source category of the candidate's application (e.g., Job Board, Employee Referral). |
| Submission Source (BL) | Specific source within the type (e.g., LinkedIn\_Slots). |
| Reason for Hire Value | Reason for the job opening (e.g., New Position, Replacement). |
| Req. Creation Date | Date when the job requisition was created. |
| Submission Completed Date | Date the candidate's application was submitted. |
| Reviewed Date | Date the candidate's application was reviewed. |
| 1st Interviewed Date | Date of the candidate's first interview. |
| Tested Date | Date the candidate completed any required testing. |
| Offer Approval Date | Date the offer was approved for the candidate. |
| Offered Date | Date the offer was extended to the candidate. |
| Offer Extended Date | Date the candidate formally received the offer. |
| Offer Accepted Date | Date the candidate accepted the offer. |
| Hire Start Date | Candidate's expected or actual start date. |

#### Requisition Data Field Descriptions

|  |  |
| --- | --- |
| Field Name | Description |
| Req ID | Identifier for each job requisition. |
| Staffing Type | Type of position (e.g., Professional, Executive). |
| Title (BL) | Job title for the requisition. |
| Job Family - Name | Broad category of the job (e.g., Sales, IT). |
| Reason for Hire Value | Reason for creating the position (e.g., New Position, Replacement). |
| Current Status | Status of the requisition (e.g., Filled, Canceled, Open). |
| # Openings | Number of openings associated with the requisition. |
| Req. Creation Date | Date the requisition was created. |
| First Fully Approved Date | Date the requisition received full approval. |
| Latest On Hold Date | Most recent date the requisition was put on hold. |
| Latest Cancelled Date | Date the requisition was canceled, if applicable. |
| Latest Filled Date | Date the position was filled, if applicable. |
| Time On Hold Since Creation | Duration the requisition has been on hold since creation. |
| Hiring Manager Name | Name of the hiring manager responsible for the requisition. |
| Recruiter Name | Name of the recruiter handling the requisition. |

### Scenario

You are tasked with analyzing recruitment pipeline to gain insights into the efficiency and performance of various stages. The recruitment team wants to optimize the hiring process by identifying bottlenecks and understanding the effectiveness of recruitment sources.

### Part 1: Data Analysis and Transformation

**Task**

Perform analysis on the datasets to help the recruitment team gain insights into the recruitment pipeline, including but not limited to the following metrics:

1. **Average Time to Fill**  
   Calculate the average time taken to fill a requisition from creation to closure for all filled positions.
2. **Stage Duration Analysis**  
   For each candidate who completed the hiring process, calculate the average duration they spent at each recruitment stage (e.g., from submission to review, review to interview, etc.).
3. **Source Effectiveness**  
   Identify the most effective submission source by calculating the conversion rate (ratio of Offer Accepted to Offer Extended) for each Submission Source Type.
4. **Pipeline Bottlenecks**  
   Calculate the conversion rate for each stage in the hiring pipeline. This should reflect the percentage of candidates who advance from one stage to the next (e.g., from submission to review, review to interview, etc.).

**Expected outcome**

You should have a set of data tables would efficiently compute the metrics above.

### Part 2: Dashboard Creation

**Task**

Create a comprehensive dashboard to help the recruitment team effectively monitor key recruitment metrics, identify trends, and track progress toward operational goals.

* You are recommended to create a story/dashboard(s) using Power BI. If Power BI is unavailable, you may also use Tableau or Google Looker.
* Attach the final workbook (Power BI pbix file, Tableau public or Google Looker public link) along with a PDF export and be prepared to do a 15 minutes presentation on that workbook via call

Note: If you’re using Google Looker, please make sure the dashboard view settings is set to public.

## Reminders on Submission:

The candidate should submit a zip file containing:

* A summary of key insights derived from the analysis in Part 1.
* pbix file or links to the dashboards created in Part 2.
* PDF export of the dashboards created in Part 2.