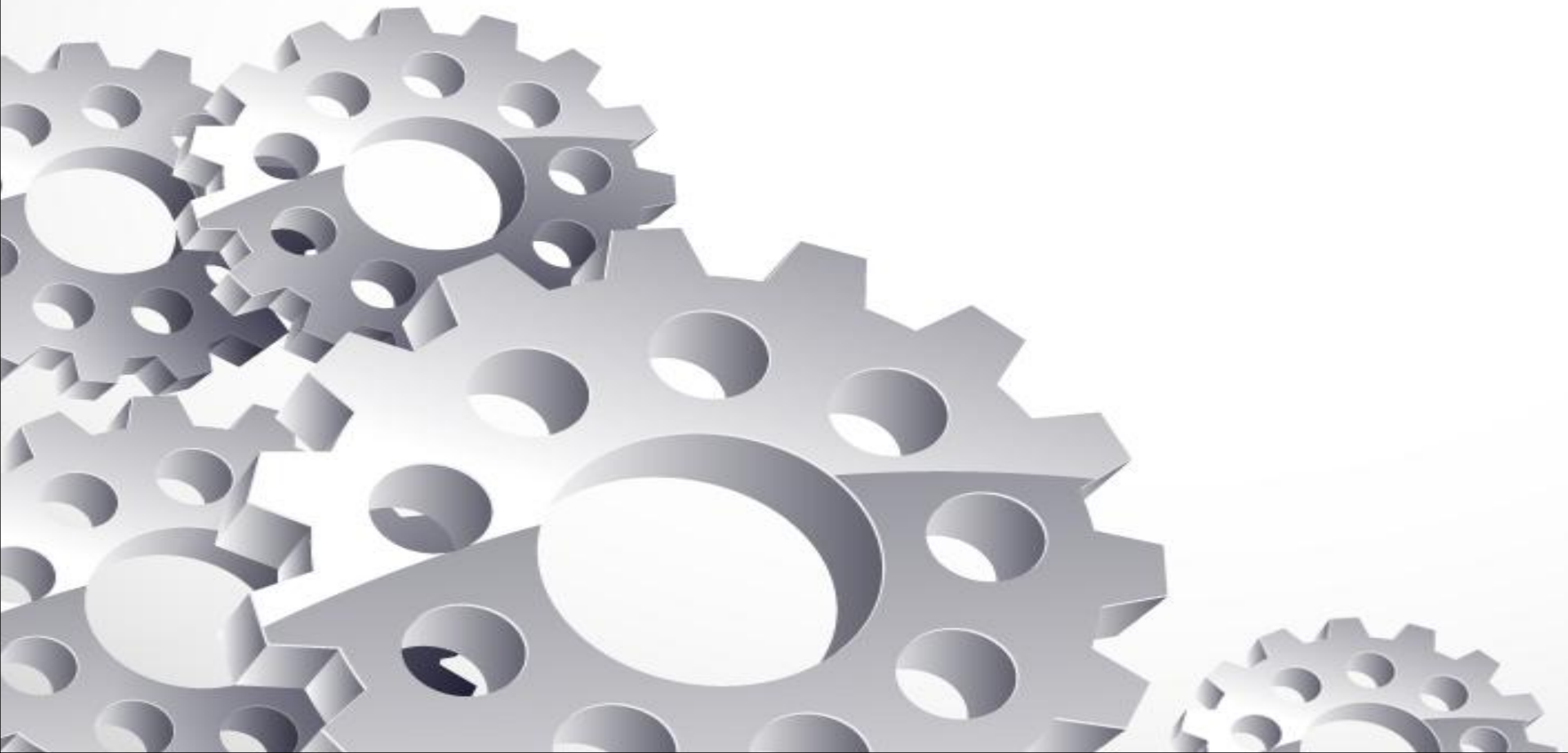
HIRING PROCESS ANALYTICS



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DESCRIPTION

- Hiring process is the fundamental and the most important function of a company. Here, the MNCs get to know about the major underlying trends about the hiring process. Trends such as- number of rejections, number of interviews, types of jobs, vacancies etc. are important for a company to analyse before hiring freshers or any other individual.

- In this project it is required to provide a detailed report for the data record mentioning the answers to the questions

- A data-set of a company is given with the details about people who registered for a particular post in a department of this company. It is are required to use your knowledge in statistics and use different formulas in excel and draw necessary conclusions about the company.

APPROACH

- Understanding the data: Look at the structure of the data and get a sense of the overall content to help me identify any potential issues or challenges that I may need to address as I proceed with my analysis.
- Check for missing or incomplete data: Make sure to check for any blank values or missing data in your dataset.
- Identify and handle outliers: Outliers are data points that are significantly different from the rest of the data. They can have a significant impact on summary statistics and can distort the results of your analysis. It's important to identify any outliers and decide how to handle them, such as by excluding them from the analysis or by treating them as separate cases.
- Communicate your findings: Presenting your findings in a clear and concise way. Use visualizations, such as charts and graphs, to help communicate your results.

TECH STACK USED

- WPS spreadsheet is used to perform the task.
- WPS spreadsheet formulas are used.

INSIGHTS

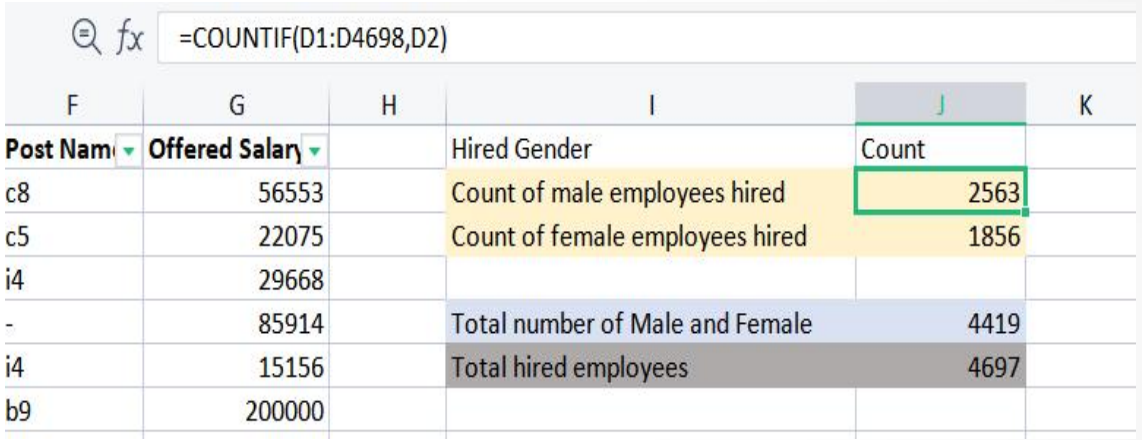
- Got familiar with the use of spreadsheets.
- Got familiar with the use of different spreadsheet formulas.
- Was able to understand different tools and use of bar graph, line graph, column chart and many more.

TASK 1

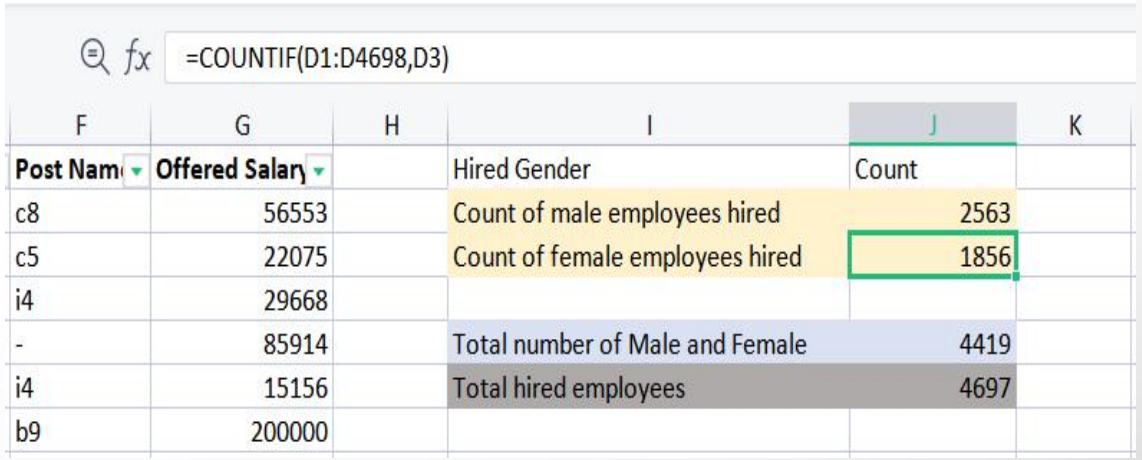
Hiring: Process of in-taking of people into an organization for different kinds of positions.

Your task: How many males and females are Hired ?

- The original dataset is filtered to obtain the data of only the Hired employees.
- Then the number of male employees hired is calculated using COUNTIF(D1:D4698,D2)



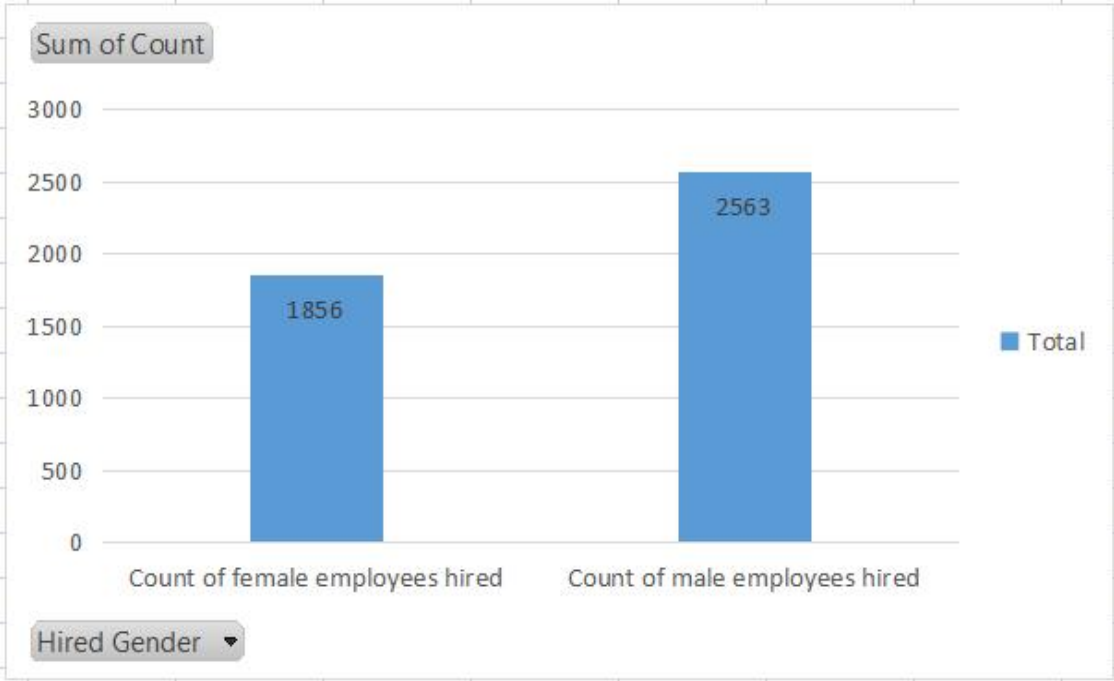
- Then the number of female employees hired is calculated using COUNTIF(D1:D4698,D3)



- Pivot table and Pivot chart:

D27

Hired Gender	Sum of Count
Count of female employees hired	1856
Count of male employees hired	2563
Grand Total	**4419**



TASK 2

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.

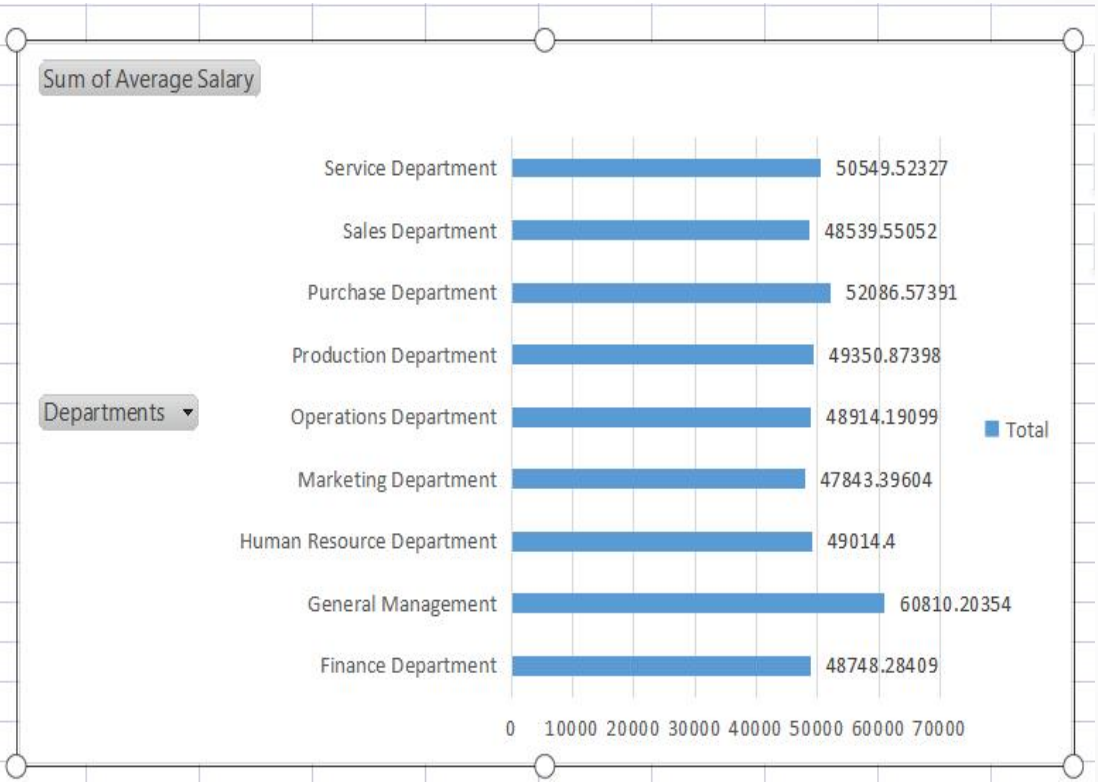
Your task: What is the average salary offered in this company ?

The average salary in each department is calculated by =AVERAGEIF($E$1:$E$46985,I16,$G$1:$G$79)

The average salary is calculated by =AVERAGE(J16:J24)

Departments	Average Salary
Operations Department	48914.19099
Service Department	50549.52327
Sales Department	48539.55052
Production Department	49350.87398
Purchase Department	52086.57391
Marketing Department	47843.39604
Finance Department	48748.28409
General Management	60810.20354
Human Resource Department	49014.4
Average Salary	50650.77737

Departments	Sum of Average Salary
Finance Department	48748.28409
General Management	60810.20354
Human Resource Department	49014.4
Marketing Department	47843.39604
Operations Department	48914.19099
Production Department	49350.87398
Purchase Department	52086.57391
Sales Department	48539.55052
Service Department	50549.52327
Grand Total	**455856.9963**

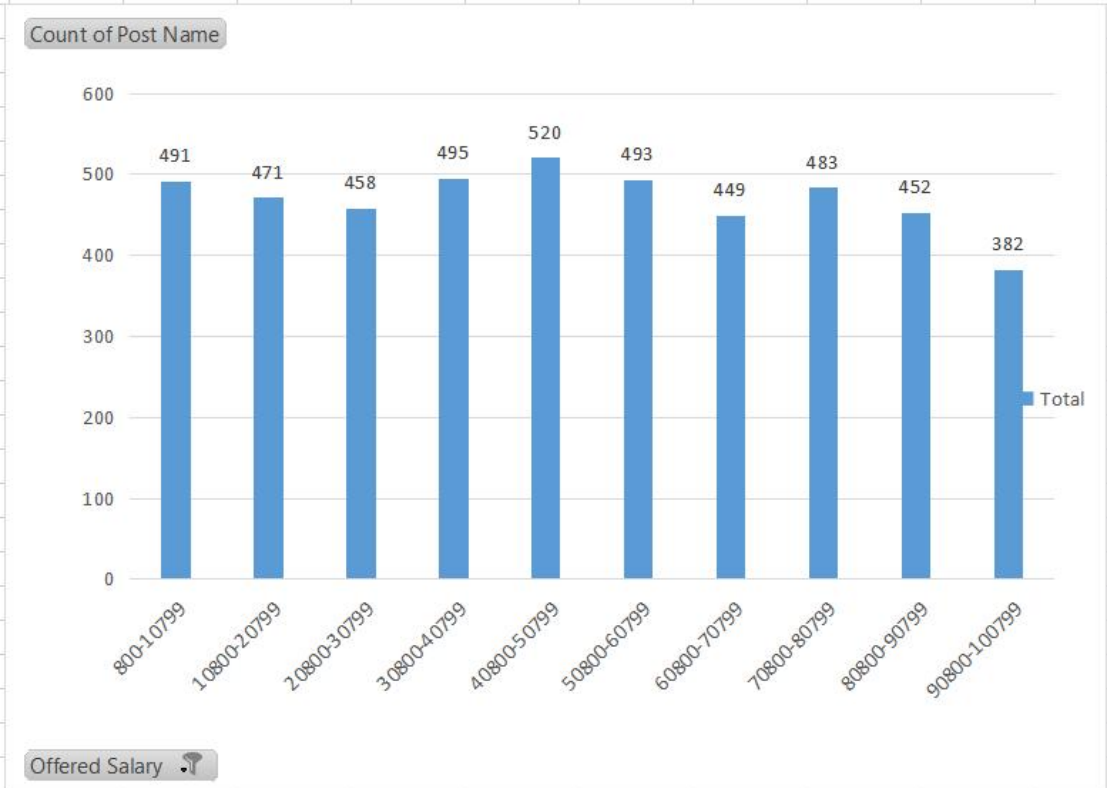


TASK 3

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 ?

Offered Salary	Count of Post Name
800-10799	491
10800-20799	471
20800-30799	458
30800-40799	495
40800-50799	520
50800-60799	493
60800-70799	449
70800-80799	483
80800-90799	452
90800-100799	382
Grand Total	**4694**



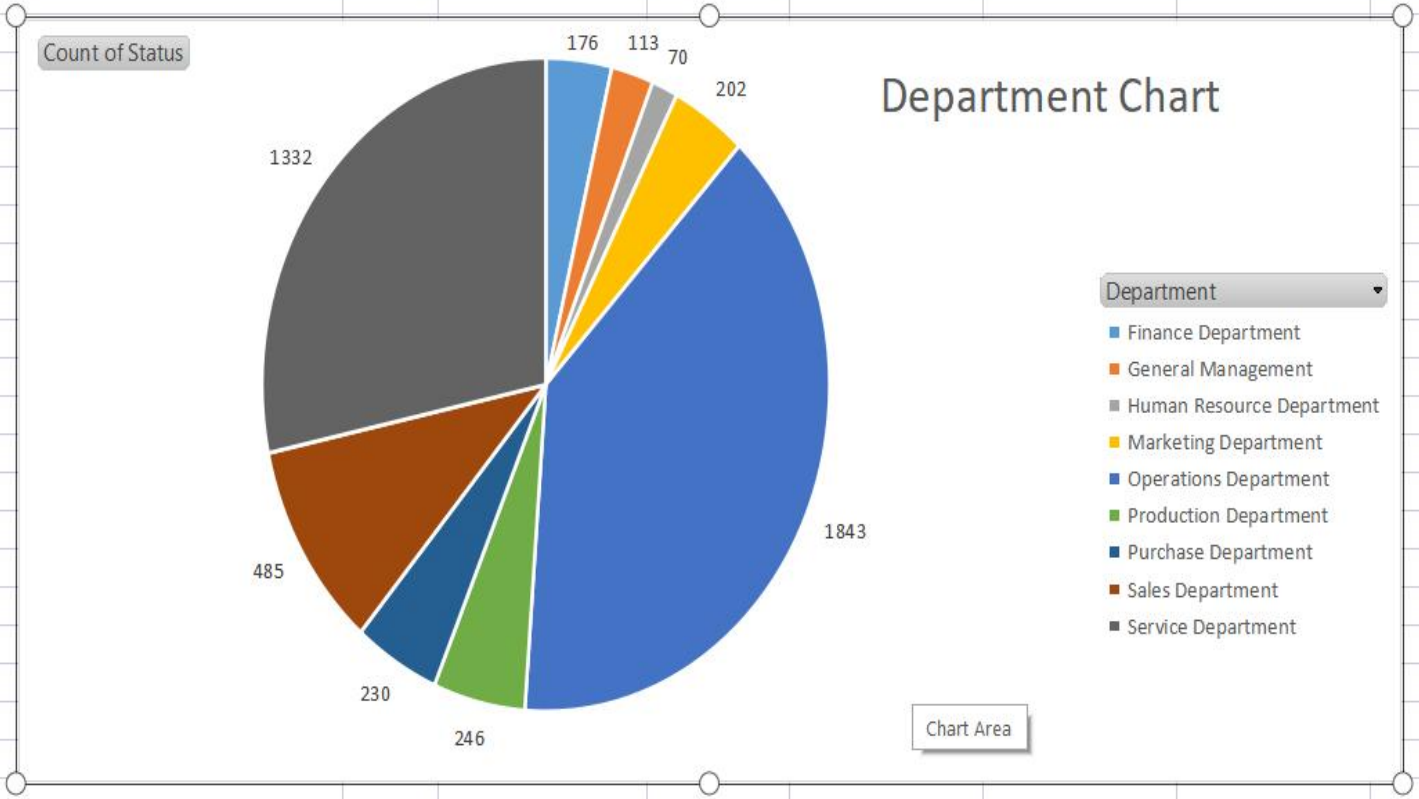
The majority of people in the dataset have salaries within the range of 40800-50799.

TASK 4

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	Count of Status
Finance Department	176
General Management	113
Human Resource Department	70
Marketing Department	202
Operations Department	1843
Production Department	246
Purchase Department	230
Sales Department	485
Service Department	1332
Grand Total	**4697**



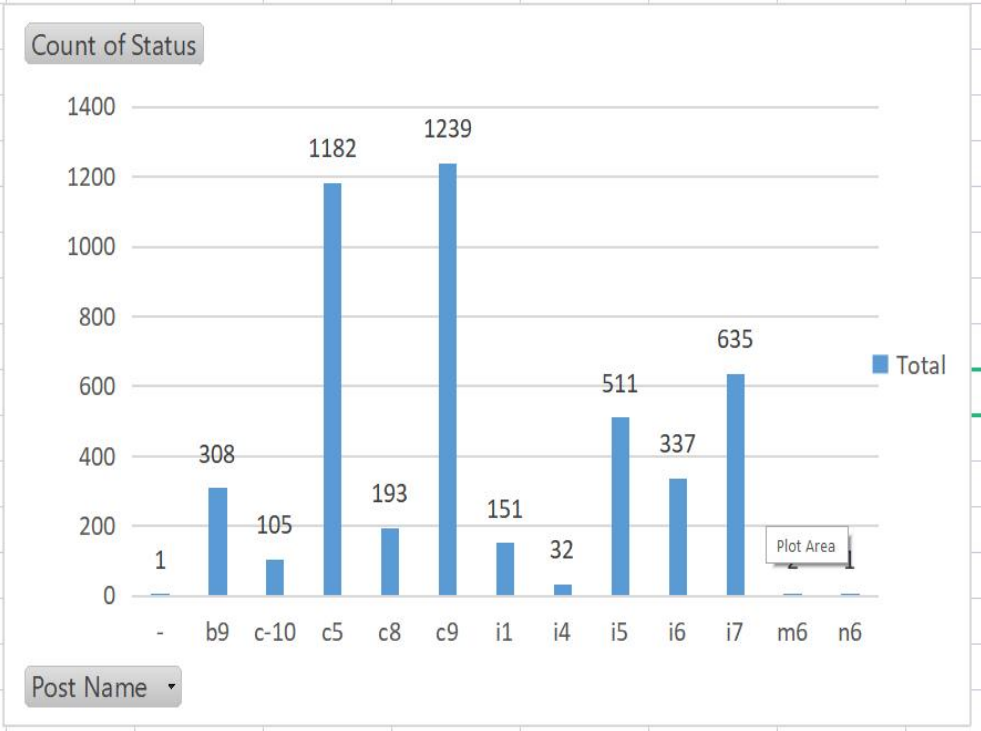
A significant portion of the workforce is concentrated in the operations and service departments.

TASK 5

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

Your task: Represent different post tiers using chart/graph?

Post Name	Count of Status
-	1
b9	308
c-10	105
c5	1182
c8	193
c9	1239
i1	151
i4	32
i5	511
i6	337
i7	635
m6	2
n6	1
Grand Total	**4697**



The most common job titles among the people in the dataset are C9 and C5.