HIRING PROCESS ANALYSIS

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Project Description :

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.
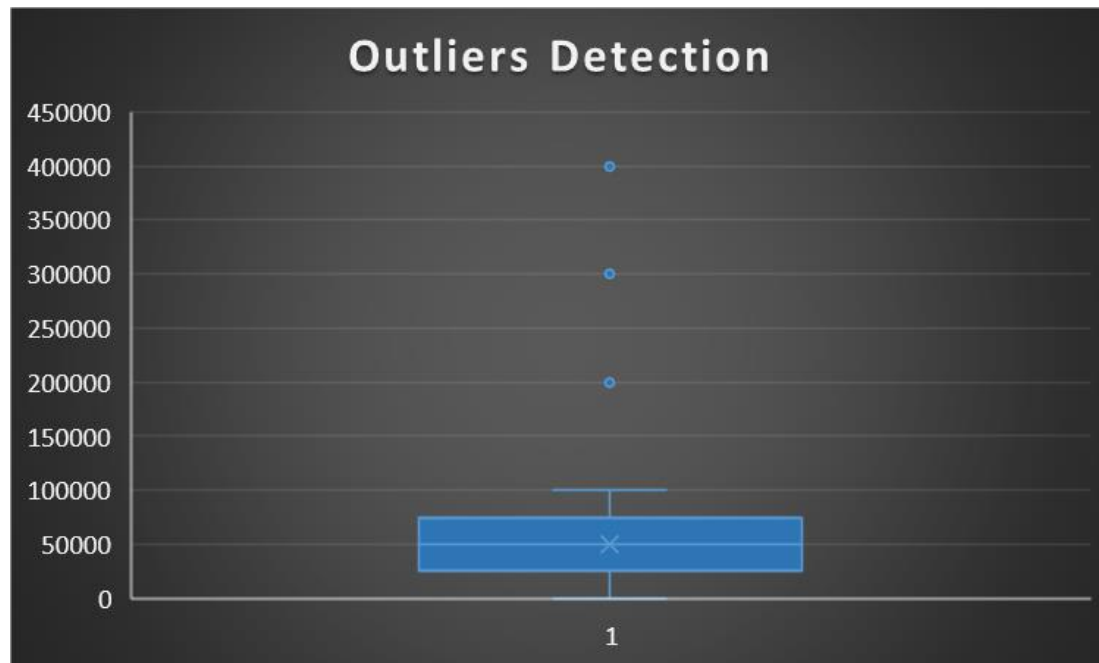
My task here was to provide the management team with the data driven solutions for the questions posed.

Approach :

❑ **Handling Duplicates:**

- Dataset was thoroughly checked for duplicates and there were no duplicates found.

❑ **Outliers Detection and Treatment:**

- Box plot identified the salaries above Rs. 1,00,000 as Outliers (marked as "Dots" in the above chart).

- I considered trimming as the best suited method for treating outliers in this case. Hence, the affected data has been excluded from the scope of the analysis.

Approach :

Handling Missing Data

There was one null value in the 'Salary Offered' column which has been imputed using Mean Imputation Technique.

Analysis

Utilized Microsoft Excel skills to analyze the data and extract valuable, data-driven insights.

Communicating Insights

Utilized Excel charts to visually represent the insights and findings to make it more understandable.

Tech Stack Used

All the insights, including the visualization were derived using Microsoft Excel 365.

I consider Microsoft Excel as the best suited tool for this analysis as the dataset was small in size and the analysis demands the use of Statistics.
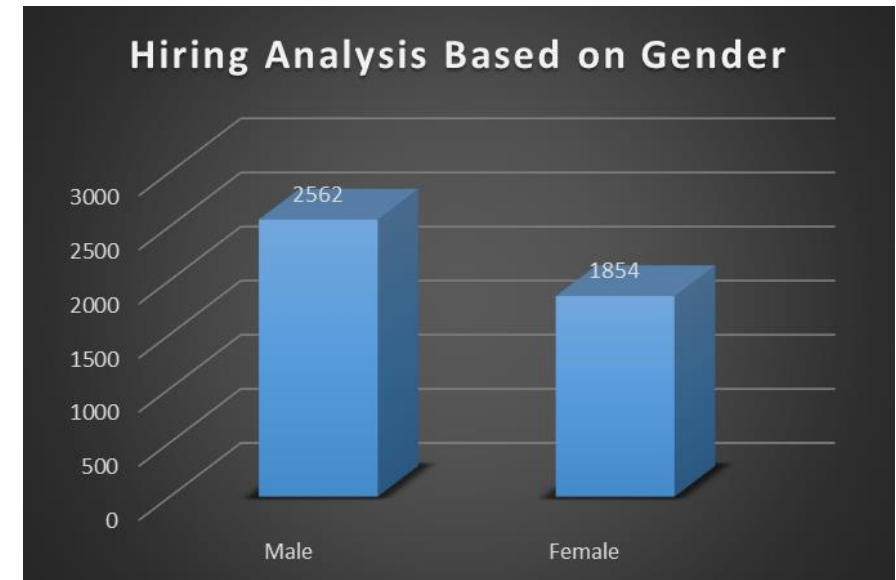
Insights :

▶ **A. Hiring Analysis:**

Task: To determine the gender distribution of the Hired applicants.

Out of the total of 7165 applicants, 4416 applicants are hired by the company which consists 2562 Males and 1854 Females.

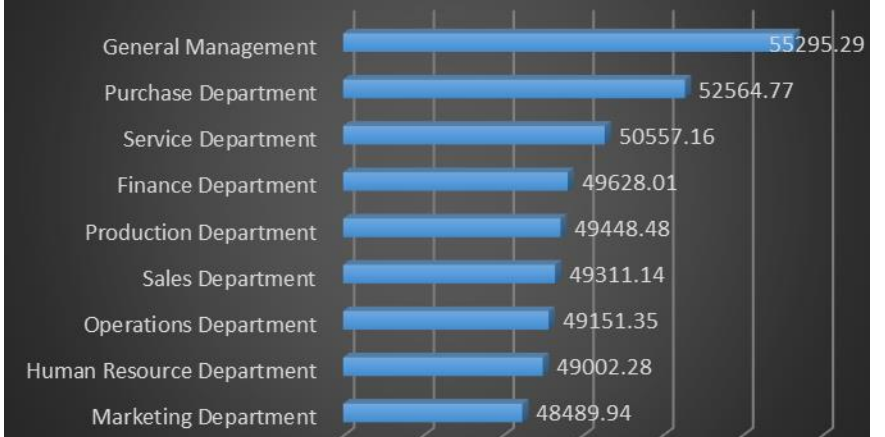| Gender	Count of Gender
Male	2562
Female	1854
Grand Total	**4416**

Hiring Analysis Based on Gender

Insights :

B. Salary Analysis:

Task: To calculate the average salary offered by the Company.

The average salary offered by the Company is Rs. 49878. 'General Department' has the highest average salary and the 'Marketing Department' with the lowest.

Department	Average Salary
Marketing Department	48489.94
Human Resource Department	49002.28
Operations Department	49151.35
Sales Department	49311.14
Production Department	49448.48
Finance Department	49628.01
Service Department	50557.16
Purchase Department	52564.77
General Management	55295.29
Grand Total	**49878.33**

Average Salary by Department

Department	Average Salary
General Management	55295.29
Purchase Department	52564.77
Service Department	50557.16
Finance Department	49628.01
Production Department	49448.48
Sales Department	49311.14
Operations Department	49151.35
Human Resource Department	49002.28
Marketing Department	48489.94

Insights:

▶ C. Salary Distribution:

Task: To create class intervals for the salaries in the company to understand the salary distribution.

Observation on the Salary Distribution reveals that majority of the employees are offered with the salary range of Rs.40000 to Rs.59999.

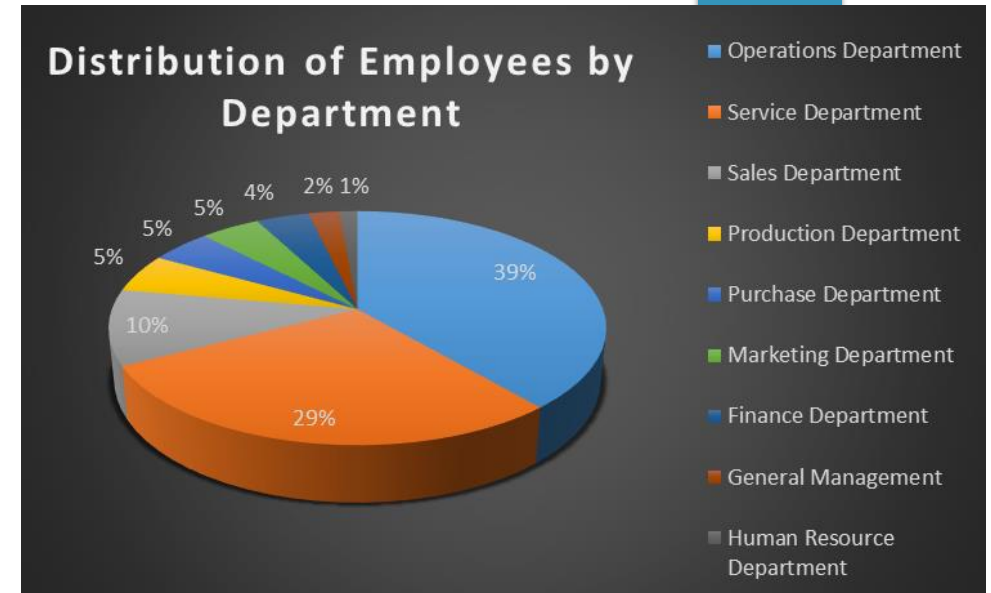| Salary Class	Frequency
0-19999	1410
20000-39999	1420
40000-59999	1533
60000-79999	1432
80000-99999	1370
Grand Total	7165

Salary Distribution

Insights:

▶ D. Departmental Analysis:

Task: To visually represent the proportion of employees working in different departments.

'Operation Department' has the highest count of employees consisting of 39% of the Company's total workforce and lowest being the 'Human Resource Department' with only 1.45%.
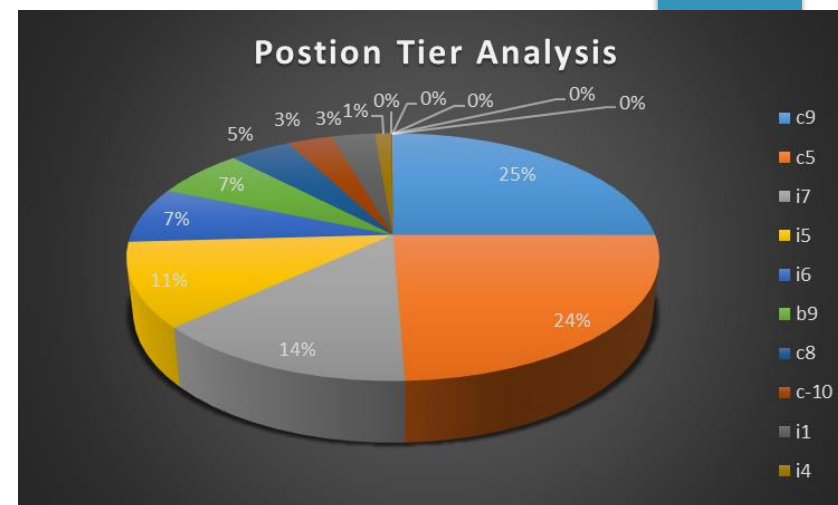
Distribution of Employees by Department

Departments	Employee Count	% to Total
Operations Department	2771	38.84%
Service Department	2054	28.66%
Sales Department	747	10.42%
Production Department	380	5.39%
Purchase Department	333	4.53%
Marketing Department	325	4.55%
Finance Department	288	3.94%
General Management	170	2.24%
Human Resource Department	97	1.45%
Grand Total	**7165**	**100.00%**

Insights:

▶ E. Position Tier Analysis:

Task: To graphically represent the different positions within the company.

Position 'c9' and 'c5' are among the positions consisting around 25% each of total workforce. 'm6', 'n9', 'n6', 'm7', 'n10' holds one employees each.

Postion Tier Analysis

Post Name	Employee Count	% to Total
c9	1792	25.13%
c5	1747	24.19%
i7	981	13.75%
i5	787	11.06%
i6	527	7.20%
b9	462	6.36%
c8	320	4.53%
c-10	232	3.21%
i1	222	3.27%
i4	87	1.19%
m6	3	0.04%
n9	1	0.01%
n6	1	0.02%
m7	1	0.02%
n10	1	0.01%
Grand Total	**7164**	**100.00%**

THANK YOU

Feel free to access the excel file that I worked : Link

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