

# Hiring Process Analysis

A Data Analytics Project using Excel and MySQL

Project by: Sreeiswarya.S.P



# Project Agenda

This presentation outlines our comprehensive analysis of a multinational company's hiring data, designed to inform strategic decision-making in HR.

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## 1 Introduction & Objectives

Setting the stage for our data-driven insights.

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## 2 Hiring Process Analysis

Examining gender distribution in recent hires.

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## 3 Salary Insights

Understanding compensation trends and distribution.

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## 4 Department & Position Tiers

A deep dive into organizational structure and roles.

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## 5 Summary & Recommendations

Key takeaways and actionable strategies.

# Introduction: Project Overview

This project provides a detailed report analyzing the hiring process data of a multinational company. Our primary goal is to identify significant trends in hiring patterns, specifically across gender, salary, departments, and position tiers.

By leveraging robust data analytics techniques, we aim to uncover crucial insights that will empower HR analysts and hiring managers to make more informed, data-driven decisions. This will ultimately optimize the recruitment strategy and foster a more efficient and equitable hiring ecosystem.

## **i Core Objective:**

**Identify key hiring trends to provide actionable insights for strategic decision-making.**



# Hiring Analysis: Gender Distribution

Our initial analysis focuses on the gender distribution of newly hired employees, a critical aspect for promoting diversity and inclusion within the organization. The data reveals a notable difference in the number of males versus females hired.



Understanding this distribution is the first step in assessing our current hiring practices and identifying areas for improvement in achieving a balanced workforce.



# Salary Insights: Average Compensation

A crucial element in our hiring analysis is understanding the compensation structure. This card presents key statistics on the average salary offered to all newly hired employees within the multinational company.



## Total Employees Hired

**4,697**

A comprehensive number reflecting our recruitment success.



## Average Salary Offered

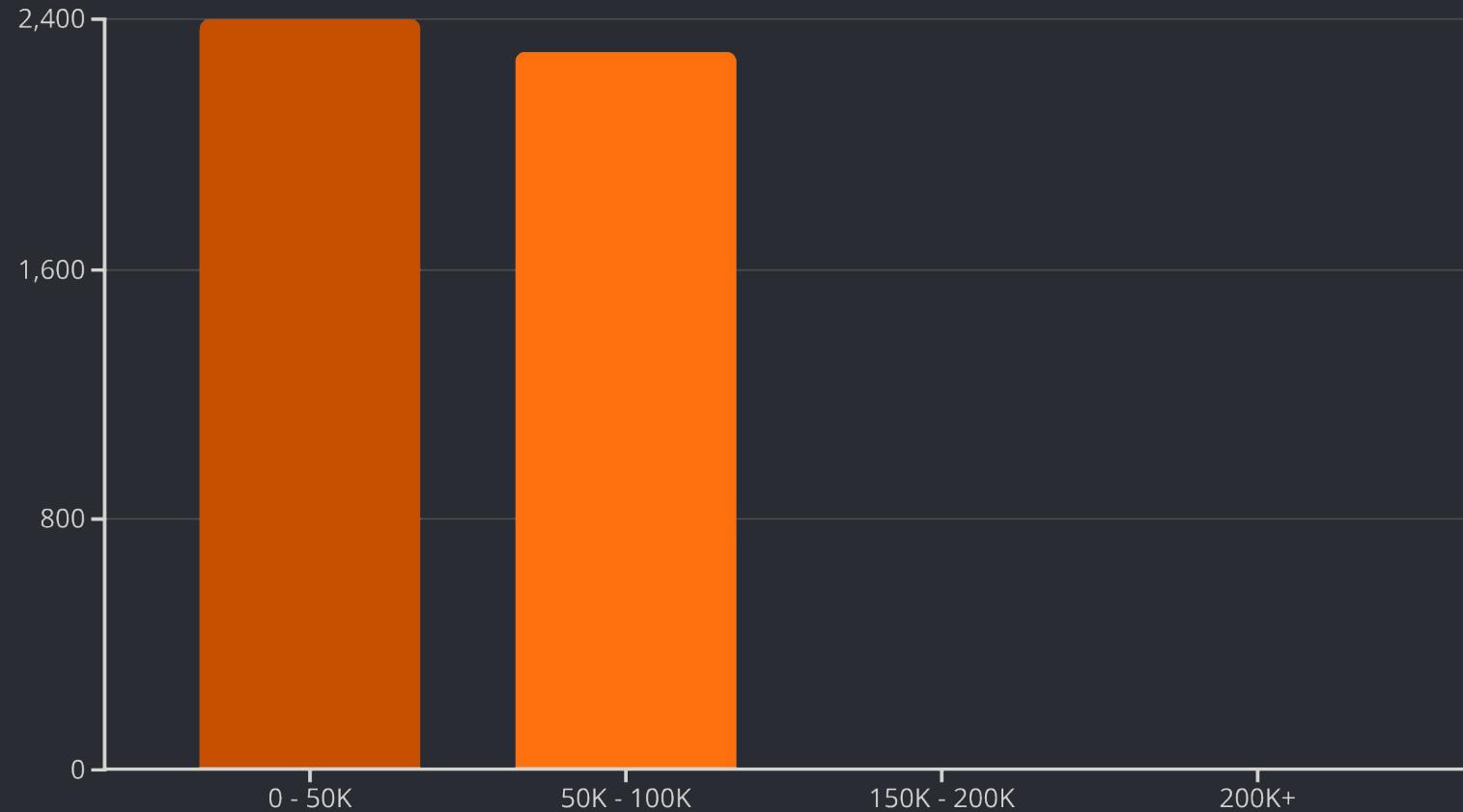
**\$49,753**

The mean compensation package for new hires.

This average figure provides a benchmark for evaluating our competitive positioning in the talent market and helps in strategic budget allocation for future recruitment drives.

# Salary Distribution Across Ranges

Beyond the average, understanding the distribution of salaries across different intervals provides deeper insight into our compensation strategy and the roles we typically fill. The data reveals distinct clusters of employees within specific salary bands.

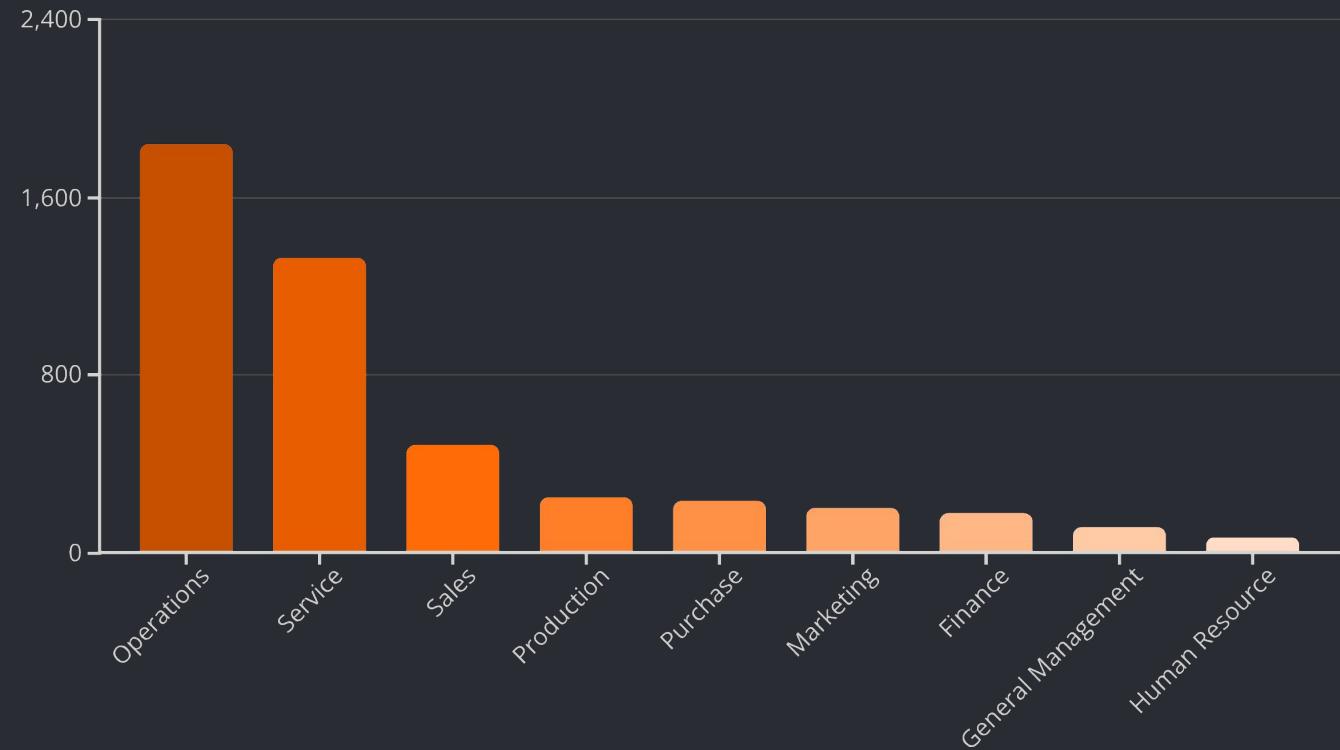


The majority of new hires fall within the lower to mid-range salary brackets, indicating a strong focus on entry-level or mid-career positions.

- **0 - 50K:** 2,398 employees
- **50K - 100K:** 2,296 employees
- **150K - 200K:** 1 employee

# Departmental Analysis: Workforce Distribution

Understanding how employees are distributed across various departments is vital for resource planning and identifying potential areas for growth or restructuring. The analysis highlights the relative size of each department within the company's hiring landscape.



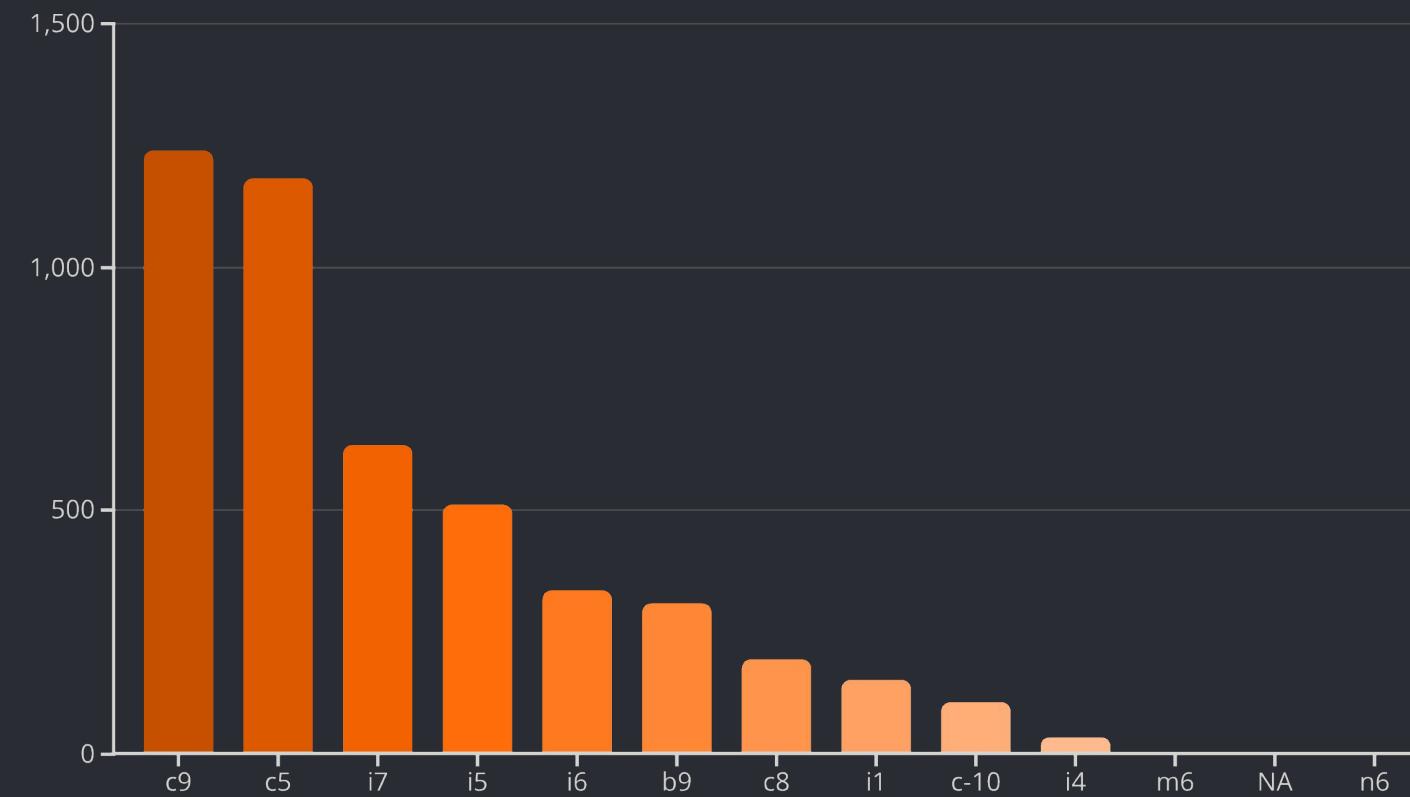
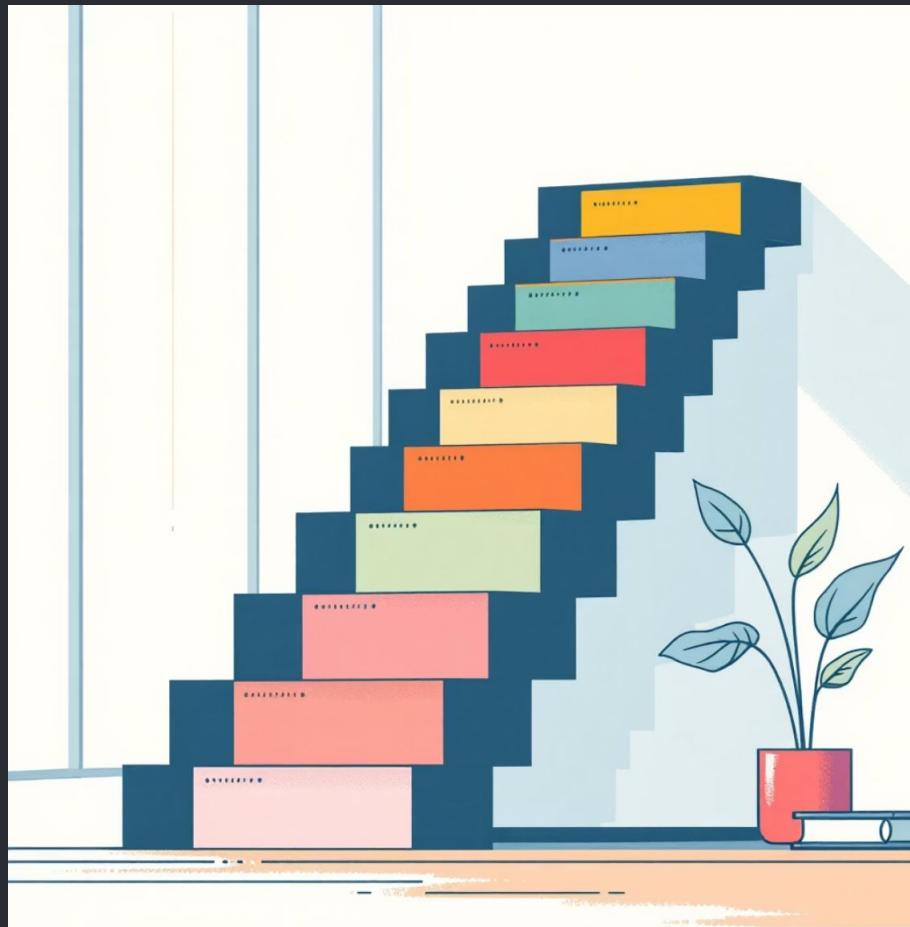
The Operations and Service Departments account for the largest share of employees, reflecting their critical role in the company's core business functions. This insight is key for strategic workforce planning.



**Operations:** 1843 Employees (25.71%)  
**Service:** 1332 Employees (18.58%)  
**Sales:** 485 Employees (6.77%)

# Position Tier Analysis: Role Distribution

Understanding the distribution of employees across various position tiers is essential for career path development, talent management, and identifying the organizational hierarchy. This analysis reveals where the majority of our workforce is concentrated.



Tiers 'c9' and 'c5' represent a significant portion of the employee base, suggesting a robust foundation of staff within these levels.

- C9:** 1239 Employees (17.29%)
- C5:** 1182 Employees (16.49%)
- I7:** 635 Employees (8.86%)

# Methodology & Tools Utilized

To conduct this comprehensive hiring process analysis, a structured methodology was employed, leveraging industry-standard tools for data extraction, cleaning, analysis, and visualization.



## Excel 2007 for Data Preparation

- Data cleaning and transformation
- Column clubbing and outlier detection
- Formulas (average, etc.), pivot tables, and charts



## MySQL Workbench for Querying

Utilized for executing SQL queries to extract and manipulate specific data points from the given database, ensuring precise data retrieval for each analytical question.



## Gamma.ai for Presentation Design

Leveraged Gamma.ai's capabilities to create an attractive and visually engaging presentation, incorporating required elements, graphs, and imagery for maximum impact.

**Project Files:** A folder containing the raw outputs from Excel and MySQL queries for each question asked is available for detailed review.

[https://drive.google.com/drive/folders/1RKbQQR4Rcq3mcBwxv-058iSPA-QrOr2u?usp=drive\\_link](https://drive.google.com/drive/folders/1RKbQQR4Rcq3mcBwxv-058iSPA-QrOr2u?usp=drive_link)

# Recommendations

## Improve Gender Diversity in Hiring

**Insight:** Hiring skewed toward male employees.

### Recommendation:

- Introduce *blind screening* to remove gender bias.
- Ensure *gender-balanced* interview panels.
- Encourage applications through women-powered career portals (HerKey, JobsForHer).

**Impact:** More diverse teams → better productivity & decision-making.

## Review Salary Ranges for Each Role Level

**Insight:** Majority of salary bands cluster in 0–100K may indicate compression.

### Recommendation:

- Conduct a *salary benchmarking exercise* against industry ranges.
- Introduce *tier-wise* salary guidelines to maintain internal equity.
- Regularly review pay progression to reduce stagnation.

**Impact:** Fair compensation → stronger retention & reduced attrition.

## Strengthen Hiring in Understaffed Departments

**Insight:** Some departments (e.g., Operations & Service) dominate hiring.

### Recommendation:

- Conduct *workload mapping* across departments.
- Identify areas where hiring is minimal but demand is rising.
- Reallocate hiring budgets based on headcount forecasts.

**Impact:** Balanced workforce → optimized operational efficiency.

## Introduce Skill-Based Screening for High-Volume Roles

**Insight:** C9 & C5 positions make up a large portion of hires.

### Recommendation:

- Create standardized *job role rubrics* to ensure consistency.
- Add skill assessments (Excel, analytical reasoning, communication tests).
- Automate shortlisting using structured filters.

**Impact:** Better role fit → reduced training time & increased performance.

## Build a Monthly Hiring Dashboard for Decision-Making

**Insight:** Hiring patterns not tracked visually.

### Recommendation:

- Use Power BI or Excel dashboards to track:
  - ✓ Monthly hires
  - ✓ Department-wise hires
  - ✓ Salary distribution
  - ✓ Gender diversity
  - ✓ Role-tier hiring

**Impact:** Faster decisions → real-time insight into workforce trends.

## Improve Data Quality in HR Systems

**Insight:** Inconsistent or missing values found in datasets.

### Recommendation:

- Introduce a *data validation checklist* in HRMS.
- Automate data checks for salary, gender, role tier.
- Conduct quarterly data quality audits.

**Impact:** Accurate data → stronger analytics & compliance.

## Align Hiring with Future Skills & Business Strategy

**Insight:** Some positions heavily repeated (e.g., C9 & C5).

### Recommendation:

- Interview managers to identify *skill gaps* for future business needs.
- Plan hiring for digital skills, analytics, and automation roles.
- Balance short-term requirements with long-term workforce planning.

**Impact:** Future-ready workforce → long-term growth & stability.

## Strengthen Employer Branding for Talent Attraction

**Insight:** High hiring volume in certain teams may reflect high turnover.

### Recommendation:

- Improve onboarding experience.
- Promote company culture on LinkedIn.
- Conduct exit interviews to understand attrition.

**Impact:** Better brand → attracts higher-quality candidates.

# Key Insights & Project Learnings

This project offered valuable practical experience in applying data analytics to real-world HR scenarios, demonstrating how business and data analysts contribute to data-driven decision-making.

"This experience has significantly enhanced my understanding of the end-to-end analysis process, from data handling to providing actionable insights."

While the dataset was somewhat limited in scope (rows and columns), it provided an excellent foundation for understanding analytical workflows and the strategic role of data in organizational development.

## Future Recommendations:

For deeper insights, expanding the dataset with additional historical data, performance metrics, and qualitative feedback would be beneficial.

