Name:- Yash Rajendra Gaikwad
Data Analytics Trainee
Project 4:- Hiring Process Analytics.
Software Used:- Microsoft Excel.

❖ **Analysis done on following Points:-**

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

Your Task:- How manny males and femails are Hired ?

B. Average Salary:- Adding all the salaries for a selected group of employees and then dividing the sumby the number of employees in the group.

Your Task:- What is the average salary offeredin this company ?

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

Your Task:- Draw the class intervalsnfor salary in the company ?

D. Charts and Plots:- This is one of the best part of the 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 charts/graph.

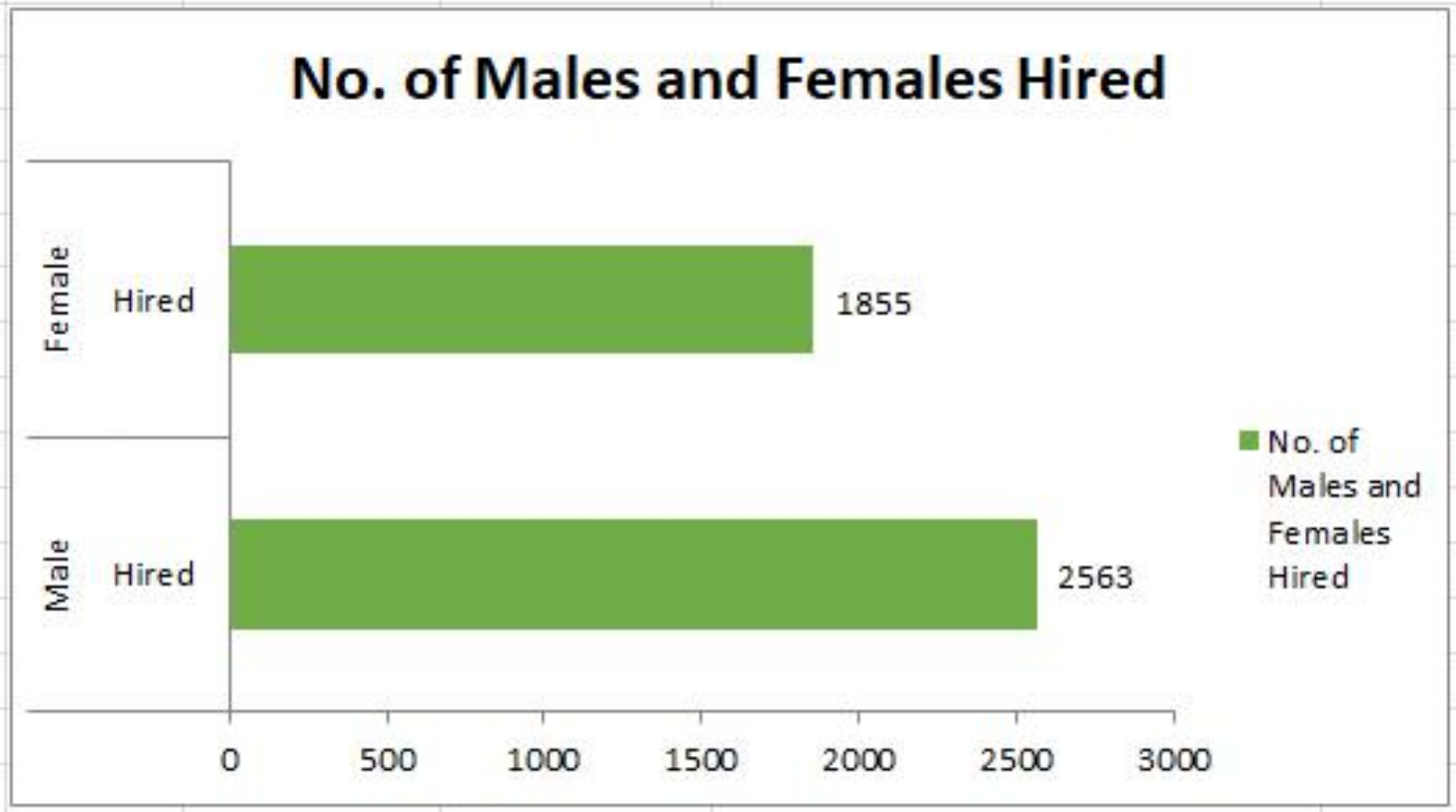
A. Hiring:- Process of intaking of people into an organization for different kinds of positions.
Your Task:- How manny males and females are Hired ?

- **Process:-**

- First, we use the COUNTIFS function to calculate to calculate the number of male and females hired in the company.
- Select the countifs function from formula box OR just type =COUNTIFS(G:G) then specify the criteria1 as Male and criteria2 as Hired.
- Repet the countifs function and specify the criteria1 as Female and criteria2 as Hired.
- After that we use the bar chart to visualize gender and the number of males and females hired.

- **Result:-**

Gender	Status	No. of Males and Females Hired
Male	Hired	2563
Female	Hired	1855



B. Average Salary:- Adding all the salaries for a selected group of employees and then dividing the sumby the number of employees in the group.

Your Task:- What is the average salary offeredin this company ?

- **Process :-**
- First, we remove the the outliners that i.e. to remove the salaries below 1000 and remove the salaries above 100000.
- Then we use the formula of Average and select the entire colume of the salary after removing outliners.

- **Formula Used:-**

= AVERAGE (G:G)

- **Result:-** The Average salary offered in the company is **49983.03223.**

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

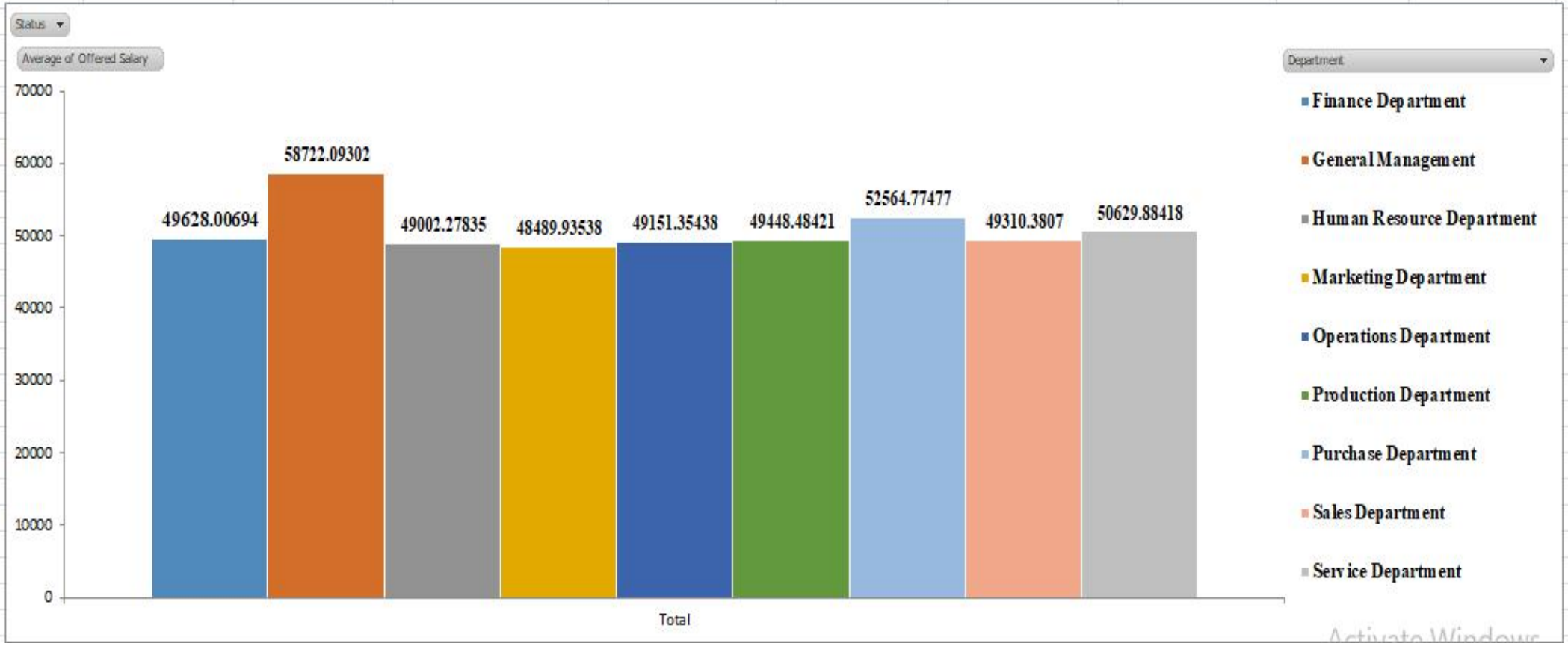
Your Task:- Draw the class intervalsnfor salary in the company ?

- **Process:-**

- To find the solution of this task first we need to select all the data and use the Pivot Table function.
- In pivot table field list box, we place the Status in the Report filter.
- In the Row Lables we add the Department and in the Values we add offered salary.
- We use the Average Offered salary from the value field setting.
- Finally we use the column chart to represent the data.

- **Result:-**

Status	(All)									
	Column Labels									
	Finance Department	General Management	Human Resource Department	Marketing Department	Operations Department	Production Department	Purchase Department	Sales Department	Service Department	Grand Total
Average of Offered Salary	49628.00694	58722.09302	49002.27835	48489.93538	49151.35438	49448.48421	52564.77477	49310.3807	50629.88418	49983.02902



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

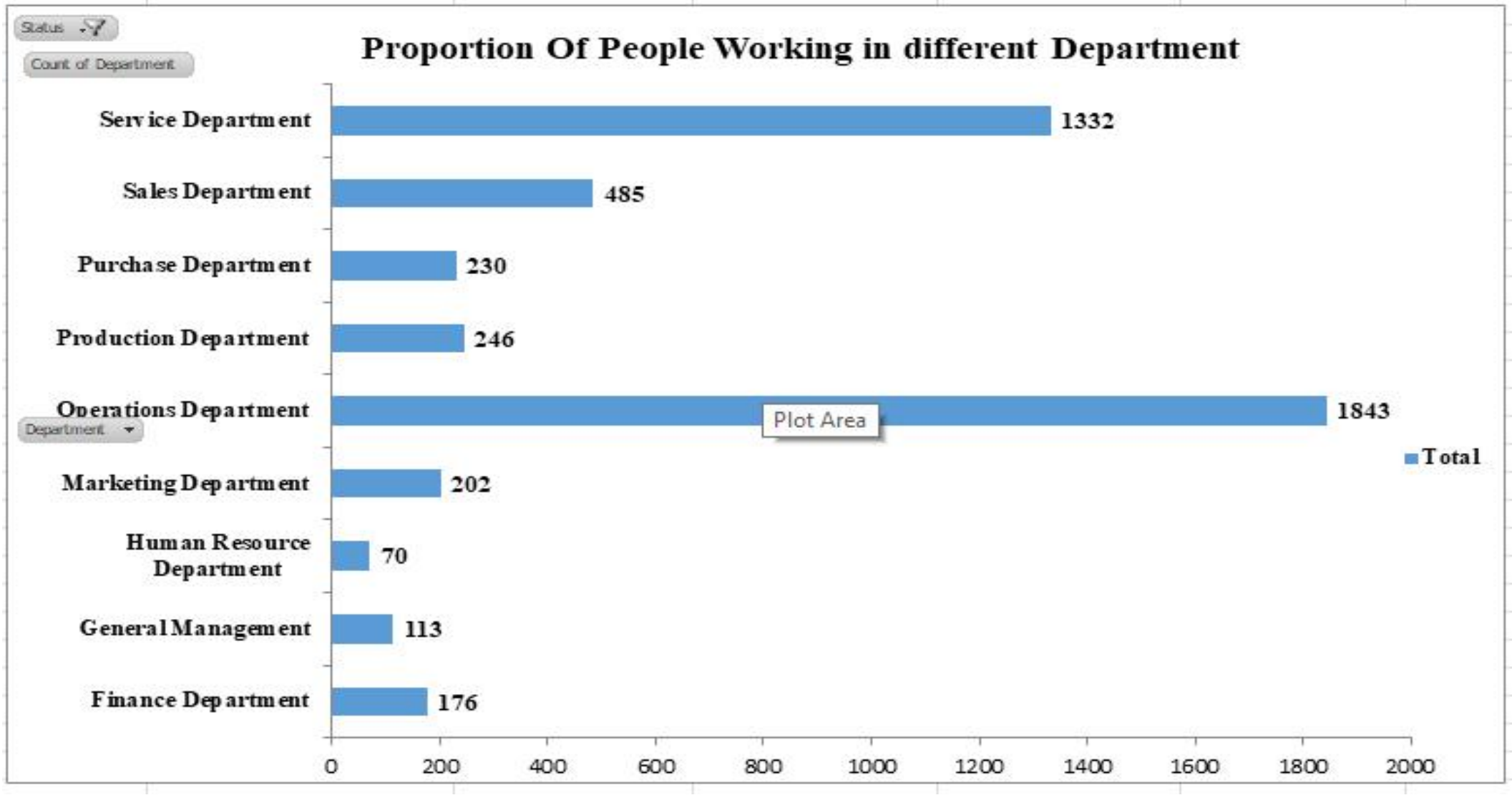
Your Task:- Draw Pie Chart/Bar Graph (or any other graph) to show proportion of people working different department?

- **Process:-**

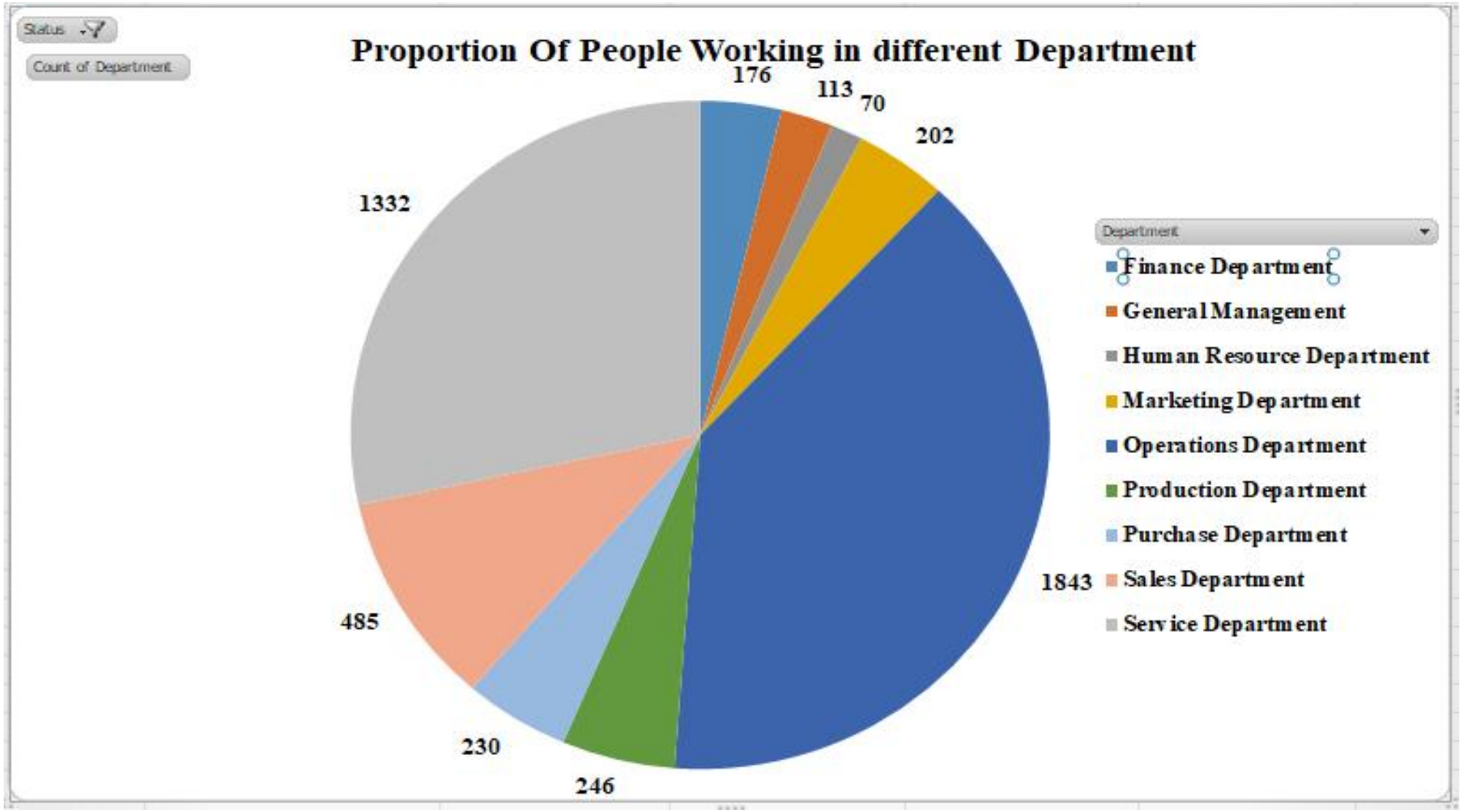
- We use the Pivot Table function for this task.
- Add the Status in the Report Filter and Department field in the Axis field.
- Also add the Offered Salary in Value and use count offered salary from value field setting.
- Now, for visulization first we use the Bar chart. before that select the Hired from the Status.

Status	Hired
Row Labels	**Count of Department**
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**

- **Result:-**


Status
Count of Department
Proportion Of People Working in different Department
Service Department
1332
Sales Department
485
Purchase Department
230
Production Department
246
Operations Department
1843
Plot Area
Department
Marketing Department
202
Human Resource Department
70
General Management
113
Finance Department
176
Total
0
200
400
600
800
1000
1200
1400
1600
1800
2000

- **Result:-**


Status
Count of Department
Proportion Of People Working in different Department
176
113
70
202
1332
1843
485
230
246
Department
Finance Department
General Management
Human Resource Department
Marketing Department
Operations Department
Production Department
Purchase Department
Sales Department
Service Department

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

Your Task:- Represent different post tiers using charts/graph.

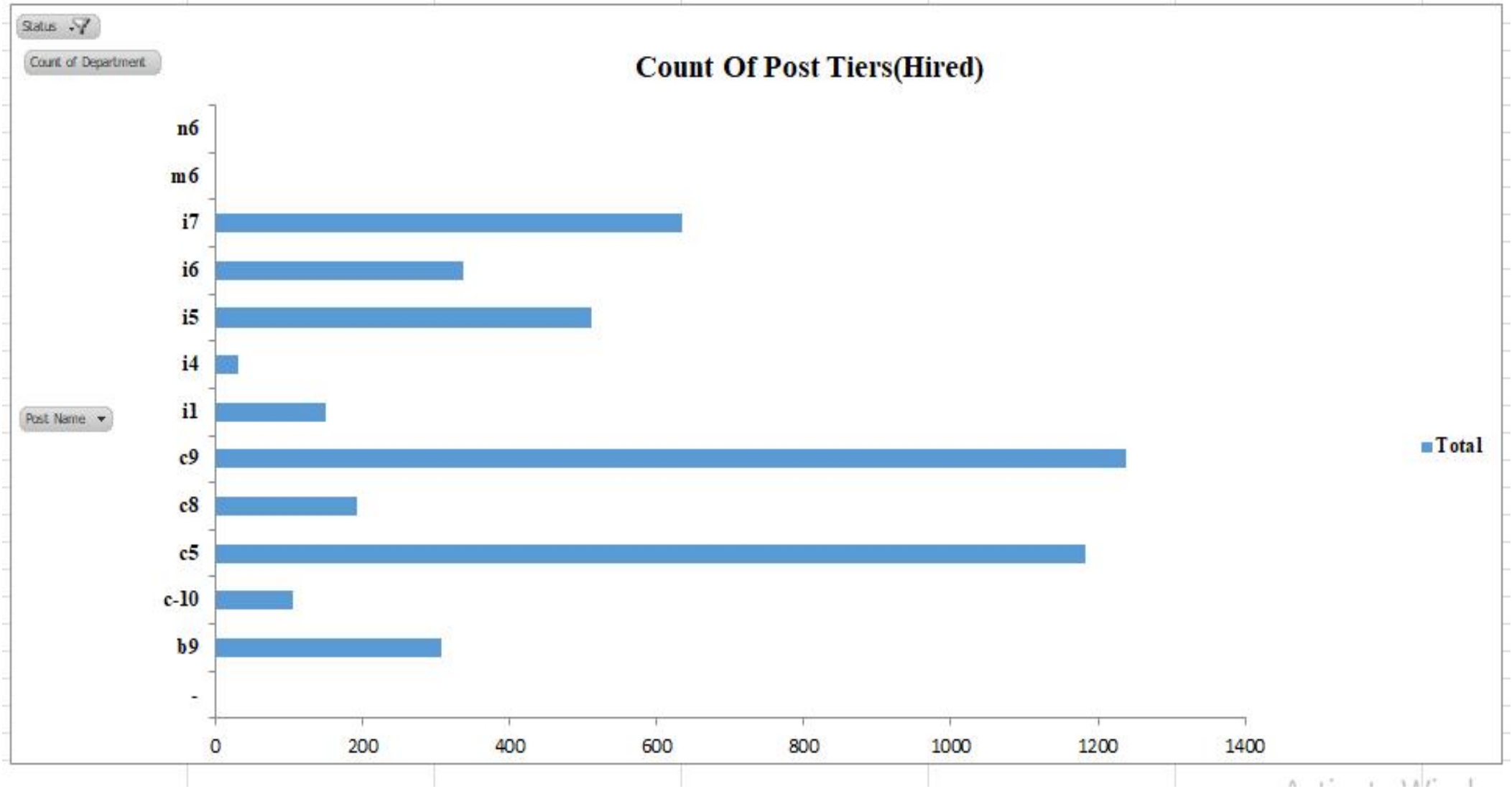
- **Process:-**

- We use the Pivot Table function.
- Drag Status in Report filter and Post Name in Row Lables.
- Adding Department in values use Count of department from value field setting.
- We use the 2 cases first the Hired peoples and the second for the all the peoples (hire and not hired).
- Finally, we use the Bar chart and Pie chart for the both cases.

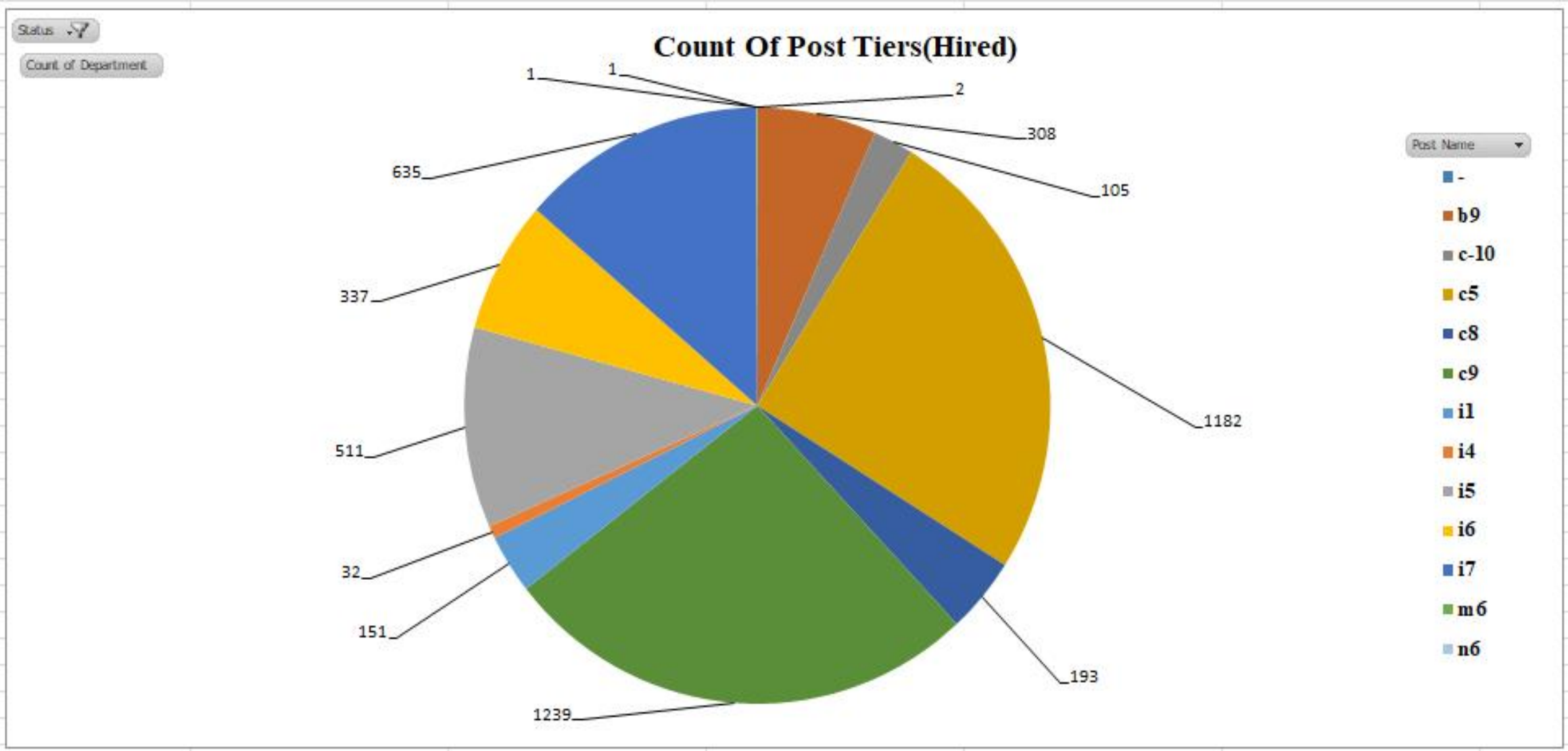
Status	Hired
Row Labels	Count of Department
-	1
b9	308
c-10	105
c5	1182
c8	193
c9	1239
i1	151
i4	32
i5	511
i6	337
i7	635
m6	2
n6	1
Grand Total	4697

Status	(All)
Row Labels	Count of Department
-	1
b9	463
c-10	232
c5	1747
c8	320
c9	1792
i1	222
i4	88
i5	787
i6	527
i7	982
m6	3
m7	1
n10	1
n6	1
n9	1
Grand Total	7168

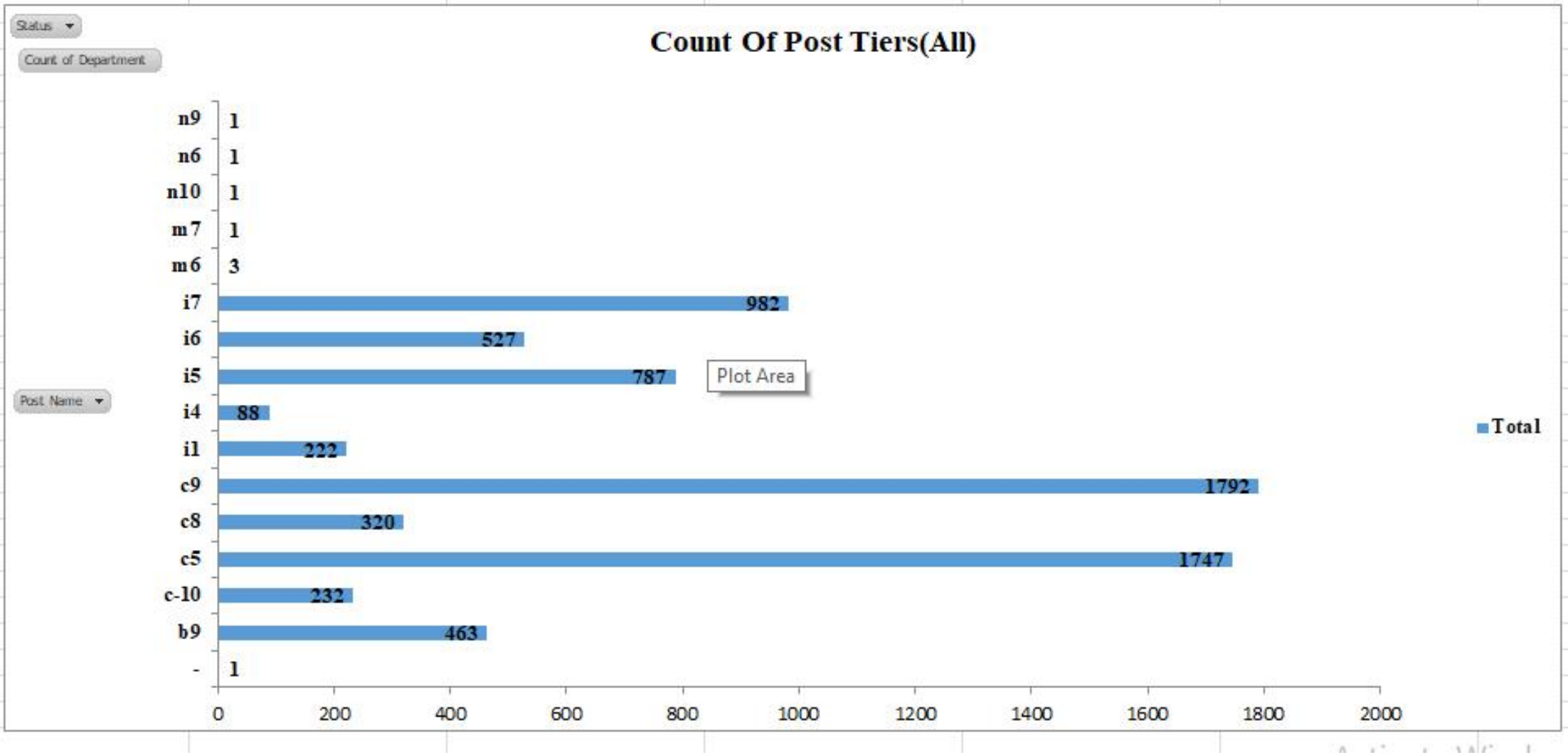
- **Result:-**


Status
Count of Department
Count Of Post Tiers(Hired)
Post Name
n6
m6
i7
i6
i5
i4
i1
c9
c8
c5
c-10
b9
-
0
200
400
600
800
1000
1200
1400
Total

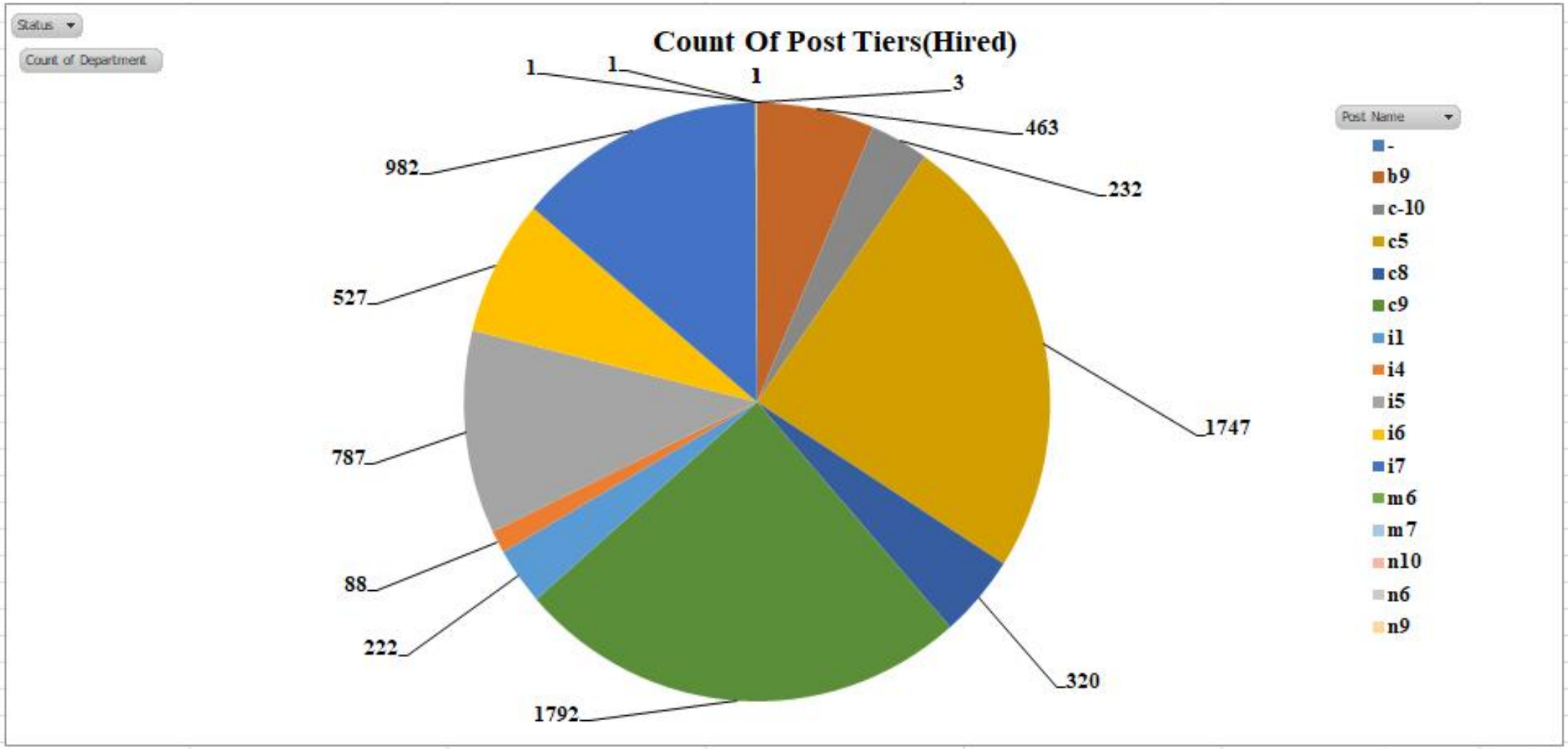
- **Result:-**


Status
Count of Department
Count Of Post Tiers(Hired)
1
1
2
308
105
635
337
1182
511
32
151
193
1239
Post Name
-
b9
c-10
c5
c8
c9
i1
i4
i5
i6
i7
m6
n6

- **Result:-**


Status
Count of Department
Post Name
Count Of Post Tiers(All)
n9 1
n6 1
n10 1
m7 1
m6 3
i7 982
i6 527
i5 787
i4 88
i1 222
c9 1792
c8 320
c5 1747
c-10 232
b9 463
- 1
Plot Area
Total
0 200 400 600 800 1000 1200 1400 1600 1800 2000

- **Result:-**


Status
Count of Department
Count Of Post Tiers(Hired)
1
1
1
3
463
232
1747
320
1792
222
88
787
527
982
Post Name
-
b9
c-10
c5
c8
c9
i1
i4
i5
i6
i7
m6
m7
n10
n6
n9

END