Hiring Process Analytics

Project 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 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.

I am working for an MNC as a lead Data Analyst and My job is to go through these trends and draw insights out of it for hiring department to work upon from the data records of their previous hirings.

Approach:

Step1: To download and analyse the Dataset provided to work on.

Step2: Checking for missing data

Step3: Clubbing columns with multiple categories

Step4: Checking and Removing the outliers

Step5: Drawing Data Summary

Tech Stack Used:

I used

- **Microsoft® Excel® 2019 MSO (Version 2304 Build 16.0.16327.20200) 64-bit** for the Hiring process Analytics.
- **Ms Word** for the preparation of the document to be presented.

Insights:

Based on the achieved results I can conclude the following things:

1. Males are being hired more than that of Female from the data.
2. I can see there are outliers in the salary field which is affecting the overall average
3. The highest percentage of people working are in the Finance Department which can be seen from the pie chart.
4. Highest number of people are working in the post C9 which can be seen from the Column chart.

Results: The detailed answers to the questions are below:

A. **Hiring:** How many males and females are Hired?

Result: 2563 Males and 1856 Females are Hired.

Male hired	2563	=COUNTIFS(D2:D7169,D7152,C2:C7169,C3)
Female hired	1856	=COUNTIFS(D2:D7169,D7148,C2:C7169,C3)
Total Male interviewed	4085	=COUNTIF(D2:D7169,D7145)
Total Female interviewed	2675	=COUNTIF(D2:D7169,D7151)
Total interviewed	7168	=COUNTA(C2:C7169)
Total rejected	2471	=COUNTIF(C2:C7169,C7159)
Total hired	4697	=COUNTIF(C2:C7169,C7158)

B. **Average Salary:** What is the average salary offered in this company?

Result: We can see the Department Wise Averages of the salaries and also the Overall Average Salary is 49909.10488

Finance Department	49814.516	=AVERAGE(G20:G7162)
General Management	50003.69375	=AVERAGE(G2:G7165)
Human Resource Department	49203.75207	=AVERAGE(G132:G7137)
Marketing Department	49815.18655	=AVERAGE(G16:G7166)
Operations Department	49884.80788	=AVERAGE(G8:G7164)
Production Department	49959.73908	=AVERAGE(G9:G7152)
Purchase Department	49826.21835	=AVERAGE(G32:G7148)
Sales Department	50060.76044	=AVERAGE(G17:G7129)
Service Department	49899.28388	=AVERAGE(G4:G7168)
Overall Average Salary	49909.10488	=AVERAGE(N8:N16)

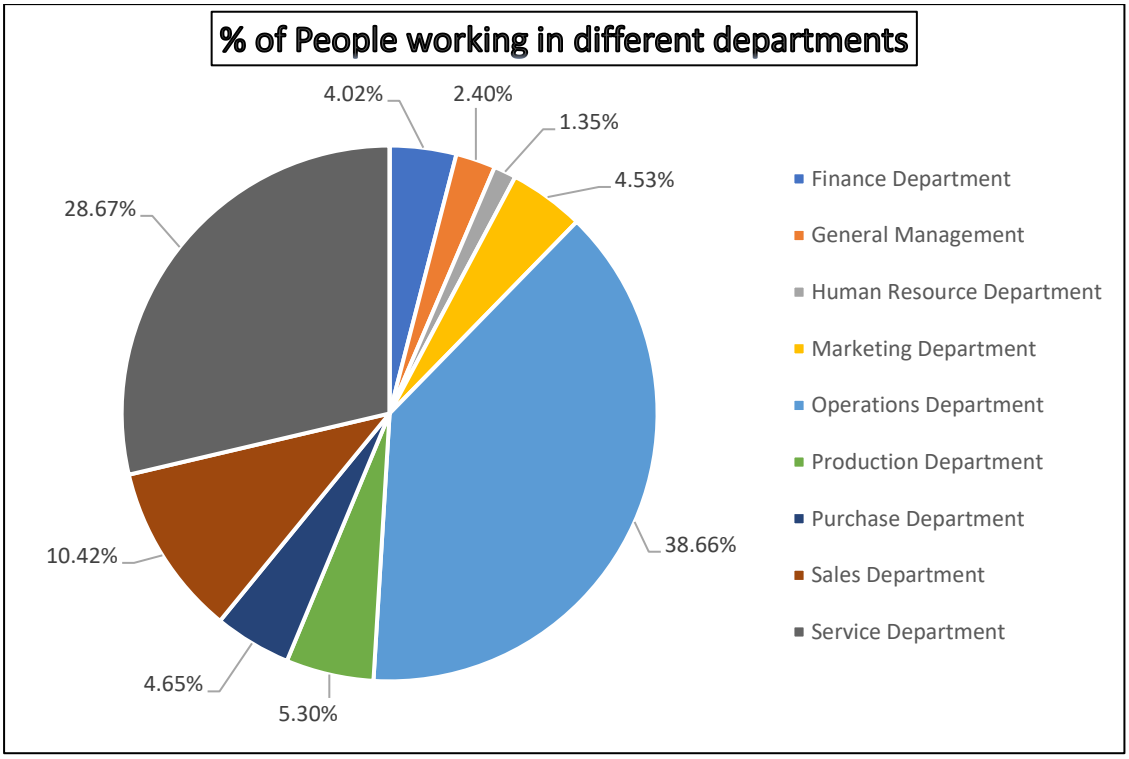
C. **Class Intervals:** Draw the class intervals for salary in the company?

Result: I used Pivot table and grouped the salaries into class intervals.

Class Intervals	Sum of Offered Salary
1-10000	3703460
10001-20000	11020279
20001-30000	17827562
30001-40000	24947199
40001-50000	35009087
50001-60000	41255957
60001-70000	45460461
70001-80000	55123093
80001-90000	60379838
90001-100000	62601433
190001-200000	200000
290001-300000	300000
390001-400000	400000
Grand Total	**358228369**

D. **Charts and Plots**: Draw Pie Chart / Bar Graph (or any other graph) to show proportion of people working different department ?

Result: I used Pivot table to group the data into different departments and inserted a pie chart based on the data.



E. **Charts:** Represent different post tiers using chart/graph?

Result: I used Pivot Table for the grouping of data into different tiers and then inserted the column chart using the data.