

Hiring Process Analytics

Statistics

Project Description

In this project, I am going to analyze the hiring process of an MNC. The hiring processes is the fundamental and most important function of a company. the MNCs get to know about the major underlying trends in the hiring process. Trends such as the number of rejections, number of interviews, types of jobs, vacancies, etc. are important for a company to analyze before hiring freshers or any other individual. Thus, making an opportunity for a Data Analyst job here too.

As a Data Analyst, my job here is to go through these trends and draw insights out of them for the hiring department to work on.

Project Approach Used

This project is completely based on Microsoft Excel and its basic and statistical functions. Raw data was provided in Microsoft Excel itself.

Tech Stack Used

From data cleaning, to delivering the results Microsoft Excel was used. For sharing the insights Microsoft Word was used.

- Excel 2016 by Microsoft Corporation – For extracting & manipulating data
- Word 2016 by Microsoft Corporation – For creating a project report

Project Insights

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

Here, I need to calculate how many males and females are Hired, from the given dataset.

Formula

=COUNTIFS(D:D,"Male",C:C,"Hired")

=COUNTIFS(D:D,"Female",C:C,"Hired")

Outcome / Insights

A total of **2,563 males** and **1,856 females** were hired.

B. 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.

Here I need to determine the average salary offered in this company, from the given dataset.

Formula

=AVERAGE(G:G)

Outcome / Insights

The average salary offered by this company is **Rs. 49983.02902**.

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

Here I need to Draw the class intervals for salary in the company.

Formula

Range 0-1000

=COUNTIFS(\$G\$1:\$G\$7168,">=0",\$G\$1:\$G\$7168,"<=1000")

Range 1001-10000

=COUNTIFS(\$G\$1:\$G\$7168,">= 1001",\$G\$1:\$G\$7168,"<= 10000")

Range 10001-50000

=COUNTIFS(\$G\$1:\$G\$7168,">= 10001",\$G\$1:\$G\$7168,"<= 50000")

Range 50001-100000

=COUNTIFS(\$G\$1:\$G\$7168,">= 50001",\$G\$1:\$G\$7168,"<= 100000")

Range 100001-500000

=COUNTIFS(\$G\$1:\$G\$7168,">= 100001",\$G\$1:\$G\$7168,"<= 500000")

Outcome / Insights

0-1000	2
1001-10000	676
10001-50000	2934
50001-100000	3551
100001-500000	3

D. Charts and Plots: This is one of the most important parts of analysis to visualize the data.

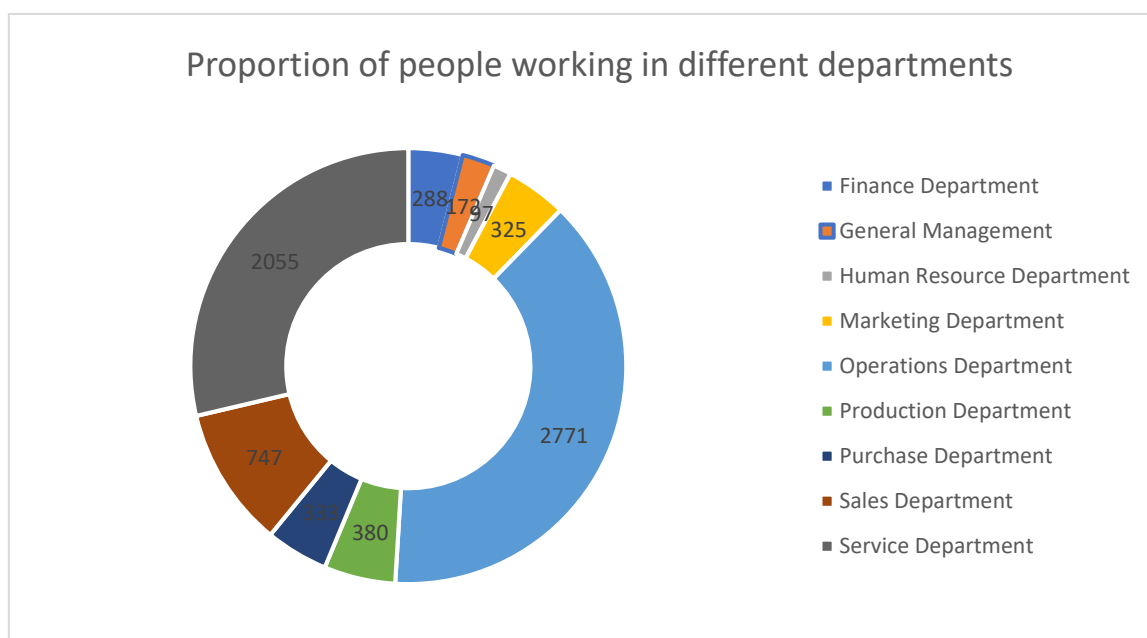
Here I need to draw Pie Chart/Bar Graph to show the proportion of people working in different departments.

Formula

```
=COUNTIF(E2:E7169,"Finance Department")  
=COUNTIF(E2:E7169,"General Management")  
=COUNTIF(E2:E7169,"Human Resource Department")  
=COUNTIF(E2:E7169,"Marketing Department")  
=COUNTIF(E2:E7169,"Operations Department")  
=COUNTIF(E2:E7169,"Production Department")  
=COUNTIF(E2:E7169,"Purchase Department")  
=COUNTIF(E2:E7169,"Sales Department")  
=COUNTIF(E2:E7169,"Service Department")
```

Outcome / Insights

Operations Department and Services Department are the two departments most people work for.



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

Here I need to represent different post tiers using a chart/graph.

Formula

=COUNTIF(F2:F7169,"b9")

=COUNTIF(F2:F7169,"c-10")

=COUNTIF(F2:F7169,"c5")

=COUNTIF(F2:F7169,"c8")

=COUNTIF(F2:F7169,"c9")

=COUNTIF(F2:F7169,"i1")

=COUNTIF(F2:F7169,"i4")

=COUNTIF(F2:F7169,"i5")

=COUNTIF(F2:F7169,"i6")

=COUNTIF(F2:F7169,"i7")

=COUNTIF(F2:F7169,"m6")

=COUNTIF(F2:F7169,"m7")

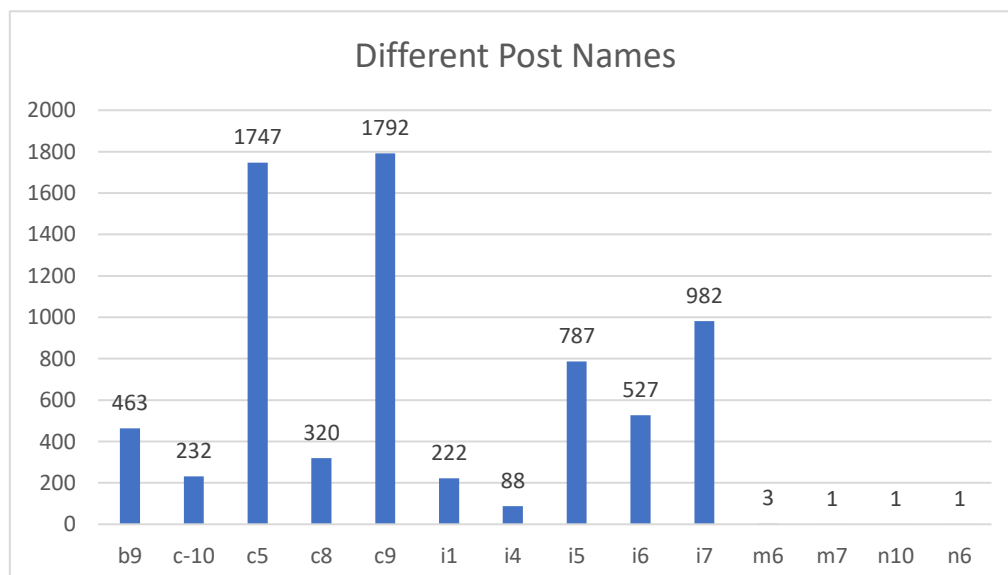
=COUNTIF(F2:F7169,"n10")

=COUNTIF(F2:F7169,"n6")

=COUNTIF(F2:F7169,"n9")

Outcome / Insights

c9 and c5 are the two posts maximum people are working for.



RESULTS

After running all the formulas in Microsoft Excel, we answered all the questions asked by the hiring department.

In making this report, we used our Microsoft Excel knowledge in a real-world example.

DRIVE-LINK

https://drive.google.com/file/d/1m186RQGVljZULBtQ9ReMMtxUjTZijS7N/view?usp=share_link