## General Information

|  |  |  |  |
| --- | --- | --- | --- |
| ***Project Title:*** | *Navigating the Evolving Job Market: Real-Time Insights for Effective Recruitment Strategies* | | |
| ***Brief Project Description:*** | The goal of this project is to provide recruitment consultants and HR professionals with a data-driven solution to help them deal with the challenges of the rapidly changing employment market of today. Traditional recruitment techniques are no longer adequate due to the need for specialized skills, the rise of remote work, and the transformation of global talent pools. The project's objective is to offer practical insights into market trends, salary standards, and skill demand by utilizing real-time data from job boards, career pages, LinkedIn, and industry studies. An interactive Power BI dashboard will be used to offer the solution, allowing HR teams to make prompt, well-informed decisions on hiring priorities, job descriptions, and recruitment tactics—thus streamlining the talent acquisition process. | | |
| ***Prepared By:*** | Rohan Anthony  Venkat Anurag Chatacolla  Akshith Reddy Etikyala  Ritish Reddy Madireddy  Karthik Rachcha | | |
| ***Date:*** | 01-27-2025 | ***Version:*** | 1.0 |

1. **Project Objective:**

Providing HR professionals and recruitment consultants with real-time, data-driven insights to improve their recruiting strategies and decision-making processes is the aim of this project. To deliver an interactive Power BI dashboard that offers useful information on job market trends, wage benchmarks, and in-demand talents, the project will integrate and visualize data from multiple sources, including industry publications, LinkedIn, and job boards. HR departments will benefit from this by being able to streamline their hiring procedures, guarantee that they are paying competitively, and match job descriptions to the demands of the job market. The dashboard, real-time data integrations, and user training are among the anticipated deliverables, which will equip HR professionals with the knowledge and skills they need to make quicker and better decisions.

Quick and more accurate hiring decisions, better talent retention through attractive salary offers, and the capacity to quickly adjust to shifting market conditions are all anticipated outcomes of the initiative. A stronger, more competitive workforce, lower recruitment expenses, and improved hiring practices are some of the advantages that will be experienced. The initiative will address issues with outdated hiring procedures, ineffective decision-making, and a deficiency of up-to-date knowledge of the constantly changing job market.

1. **Assumptions**

* HR professionals have access to the necessary technology and tools to use a Power BI dashboard.
* Real-time job market data can be effectively collected and integrated from multiple sources.
* The data collected will be accurate and reflective of current market trends.
* HR teams will actively engage with and rely on the dashboard for decision-making.

1. **Project Scope**

The scope of this project includes the development and implementation of a data-driven dashboard to help HR professionals and recruitment consultants make informed decisions in recruitment and talent acquisition. The project will focus on collecting and integrating real-time data from job boards, career pages, LinkedIn, and industry reports, and visualizing this data in an interactive Power BI dashboard. It will enable HR teams to track job market trends, salary benchmarks, and in-demand skills. The project will also provide user training to ensure effective use of the dashboard.

**Excluded from the scope:**

* Development of new recruitment processes or software beyond the dashboard.
* Integration of data from proprietary or confidential company databases.

## Project Milestones

|  |  |  |
| --- | --- | --- |
| **Milestones** | **Deliverables** | **Date** |
| Project Planning and Requirements Gathering | Project plan, scope, and requirements document. | 01-19-25 |
| Data Preparation and Integration | Synthea dataset integration into Power BI. | 02-02-25 |
| Dashboard Design and Development | Initial Power BI dashboard design and layout. | 02-23-25 |
| Testing and Quality Assurance | Test reports, dashboard functionality review. | 03-02-25 |
| User Feedback and Refinement | Refined Power BI dashboard based on user feedback. | 03-16-25 |
| Final Deliverables and Documentation | Final Power BI dashboard, user manual, and project documentation. | 04-13-25 |
| Project Closure | Project closure report. | 04-27-35 |

## Impact Statement

|  |  |
| --- | --- |
| **Potential Impact** | **Systems / Units Impacted** |
| Improved decision-making in recruitment processes | HR Department, Recruitment Teams |
| Enhanced data-driven insights and real-time market trends | Job Market Data Systems, Data Analytics Tools |
| Increased efficiency in hiring and resource allocation | Hiring Platforms, Talent Management Systems |
| Greater alignment of job descriptions with market needs | Job Description Management Systems, HR Strategy |

1. **Roles and Responsibilities** Describe the roles and responsibilities of project team members followed by the names and contact information for those filling the roles. The table below gives some generic descriptions. Modify, overwrite, and add to these examples to accurately describe the roles and responsibilities for this project.

|  |  |
| --- | --- |
| **Sponsor**: Provides overall direction on the project. Responsibilities include: approve the project charter and plan; secure resources for the project; confirm the project’s goals and objectives; keep abreast of major project activities; make decisions on escalated issues; and assist in the resolution of roadblocks. | |
| **Name** | **Email / Phone** |
| Trisha Crump |  |
| **Project Manager:** Leads in the planning and development of the project; manages the project to scope. Responsibilities include: develop the project plan; identify project deliverables; identify risks and develop risk management plan; direct the project resources (team members); scope control and change management; oversee quality assurance of the project management process; maintain all documentation including the project plan; report and forecast project status; resolve conflicts within the  project or between cross-functional teams; ensure that the project’s product meets the business objectives; and communicate project status to stakeholders. | |
| **Name** | **Email / Phone** |
|  |  |
| **Team Member:** Works toward the deliverables of the project. Responsibilities include: understand the work to be completed; complete research, data gathering, analysis, and documentation as outlined in the project plan; inform the project manager of issues, scope changes, and risk and quality concerns; proactively communicate status; and manage expectations. | |
| **Name** | **Email / Phone** |
|  |  |
| **Customer:** The person or department requesting the deliverable. Responsibilities include: partner with the sponsor or project manager to create the Project Charter; partner with the project manager to manage the project including the timeline, work plan, testing, resources, training, and documentation of procedures; work with the project team to identify the technical approach to be used and the  deliverables to be furnished at the completion of the project; provide a clear definition of the business objective; sign-off on project deliverables; take ownership of the developed process and software. | |
| **Name** | **Email / Phone** |
|  |  |
|  |  |
| **Subject Matter Expert:** Provides expertise on a specific subject. Responsibilities include: maintain up-to-date experience and knowledge on the subject matter; and provide advice on what is critical to the performance of a project task and what is nice-to-know. | |
| **Name** | **Email / Phone** |
|  |  |
|  |  |

**Project Charter**

**H. Project Risks**

|  |  |
| --- | --- |
| **Risk** | **Mitigation Strategy** |
| Inaccurate or incomplete data collection | Implement a robust data validation process and regularly update data sources. |
| Difficulty in ensuring smooth integration of new data sources | Plan and test the integration process in phases, ensuring each new data source is compatible before full integration. |
| Over-reliance on the dashboard leading to neglect of other recruitment strategies | Encourage a balanced approach by integrating the dashboard insights with existing processes. |
| Technical challenges with Power BI dashboard functionality | Conduct thorough testing before deployment and ensure continuous technical support. |

**I. Success Measurements**

Here are three success measurements for the project:

* Improve recruitment efficiency: Reduce the average time-to-hire by 20% through faster, data-driven decision-making.
* Increase data accuracy in hiring decisions: Achieve a 95% accuracy rate in salary benchmarks and skill demand predictions.
* Enhance user adoption: Attain at least 85% adoption rate of the dashboard within the first three months post-deployment.

# Project Charter

## J. Signatures

The signatures of the people below document approval of the formal Project Charter. The project manager is empowered by this charter to proceed with the project as outlined in the charter.

|  |  |  |
| --- | --- | --- |
| **Customer:** |  |  |
| **Name** | **Signature** | **Date** |
|  |  |  |
|  |  |  |
| **Project Sponsors:** |  |  |
| **Name** | **Signature** | **Date** |
|  |  |  |
|  |  |  |
| **Project Manager:** |  |  |
| **Name** | **Signature** | **Date** |
|  |  |  |
|  |  |  |