

NAME: CHETANA

# Hiring Process Analytics

**A. Hiring Analysis:** The hiring process involves bringing new individuals into the organization for various roles.

**Your Task:** Determine the gender distribution of hires. How many males and females have been hired by the company?

**Females Hired: 1856**

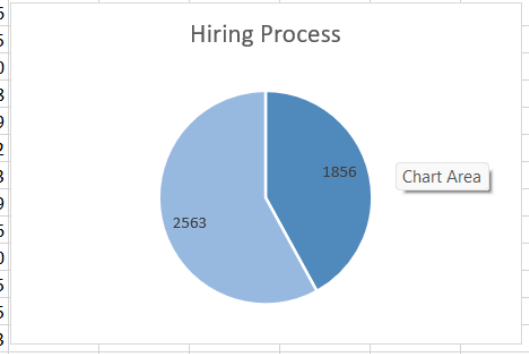
=COUNTIFS(D:D, "Female", C:C, "Hired")

**Males Hired: 2563**

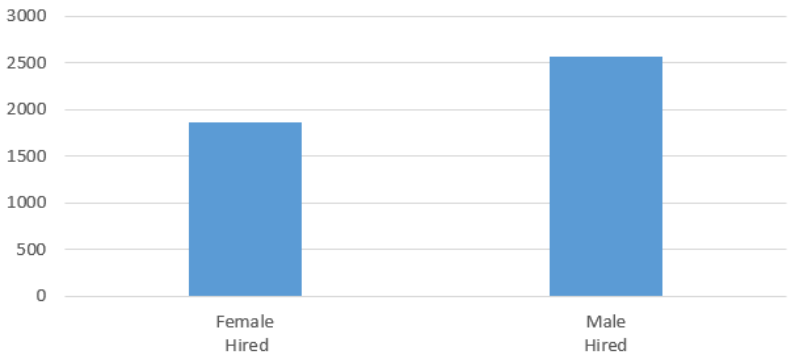
=COUNTIFS(D:D, "Male", C:C, "Hired")

**Total: 4419**

H	I	J	K	L	M
A)	Result		B)		
Female					
Hired	1856				
Male					
Hired	2563				



Hired  
Candidates



**B. Salary Analysis:** The average salary is calculated by adding up the salaries of a group of employees and then dividing the total by the number of employees.

**Your Task:** What is the average salary offered by this company? Use Excel functions to calculate this.

**Average Salary Of All Candidates:**

=AVERAGE(G2:G7169)

**Average Salary Of Hired Candidates:**

=AVERAGEIF(C2:C7169, "Hired", G2:G7169)

K	L	M	
	<b>B)</b>	<b>Result</b>	
	<b>Average Of All</b>	49983	
	<b>Average of Hired Candidates</b>	49752.9	

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**C. Salary Distribution:** Class intervals represent ranges of values, in this case, salary ranges. The class interval is the difference between the upper and lower limits of a class.

**Your Task:** Create class intervals for the salaries in the company. This will help you understand the salary distribution.

**Minimum Salary: 100**

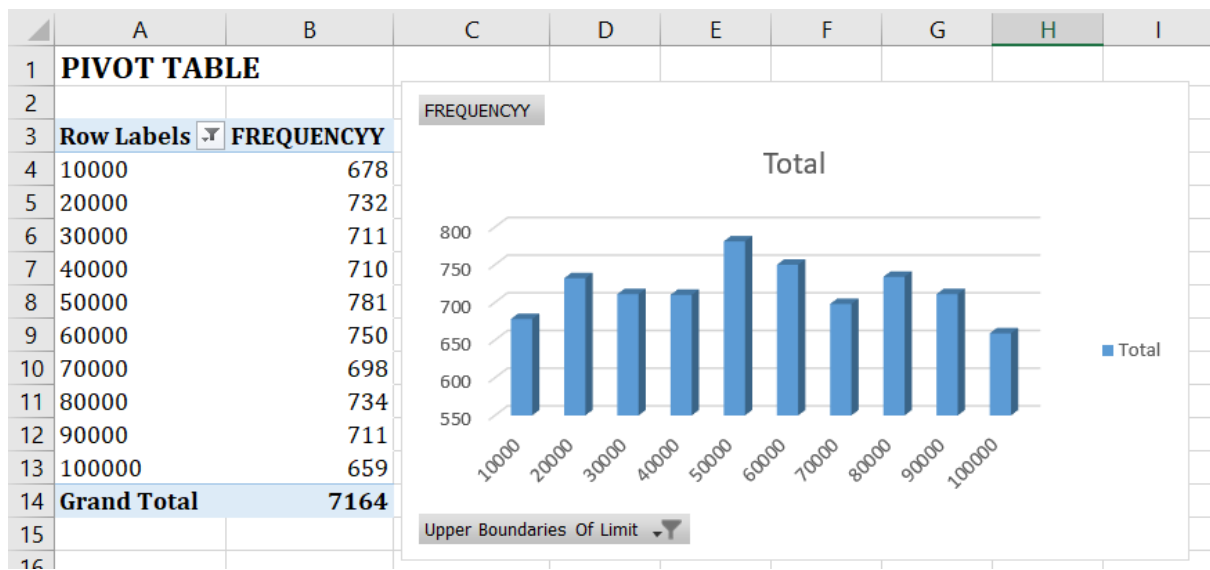
=MIN(G2:G7169)

**Maximum Salary: 400000**

=MAX(G2:G7169)

**Frequency of each interval of boundary range:**

=FREQUENCY(G2:G7169, Q3:Q12)



**D. Departmental Analysis:** Visualizing data through charts and plots is a crucial part of data analysis.

**Your Task:** Use a pie chart, bar graph, or any other suitable visualization to show the proportion of people working in different departments.

To Calculate the no. of Hired Employees Department Wise I used countifs:

For ex for finance department

=COUNTIFS(E:E, "Finance Department", C:C, "Hired")

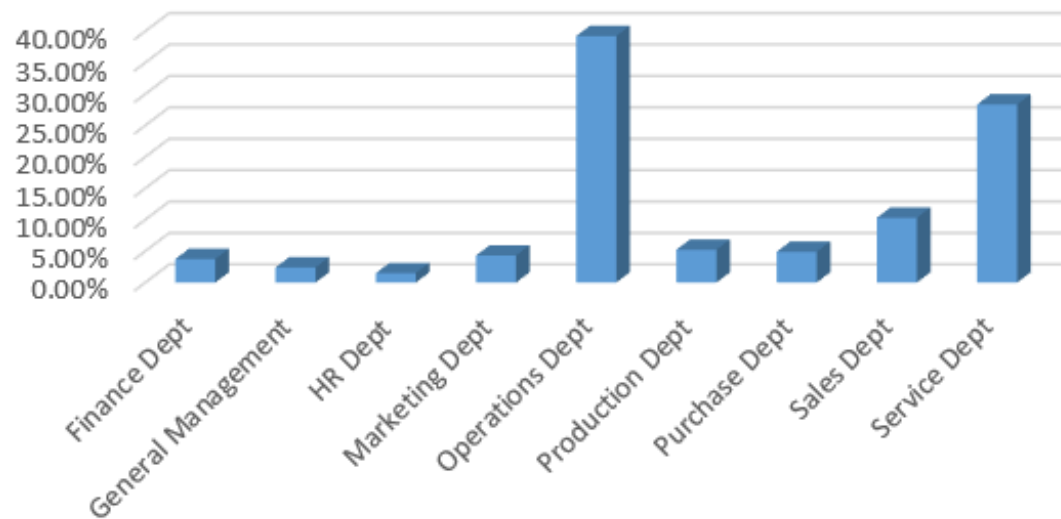
=COUNTIFS(E:E, "General Management", C:C, "Hired")

=COUNTIFS(E:E, "Human Resource Department", C:C, "Hired")

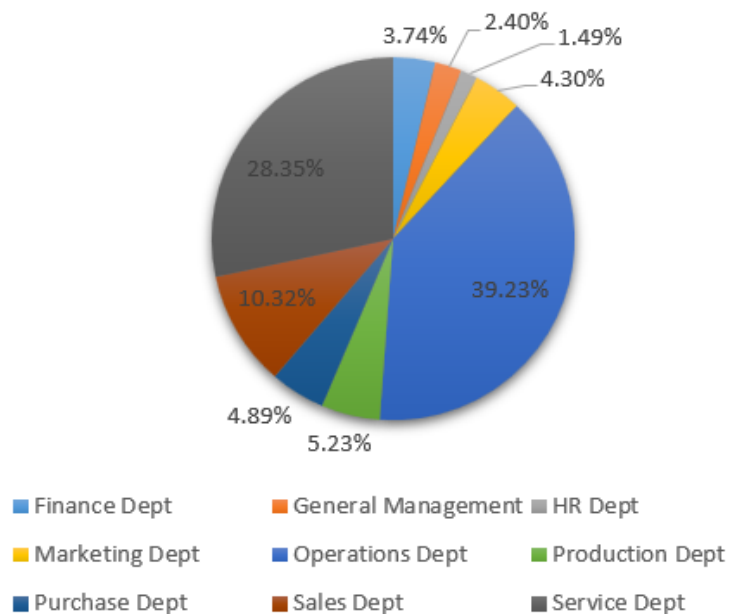
And so on...

Departments	Percent Of Hired Employee Dept Wise
Finance Dept	3.74%
General Management	2.40%
HR Dept	1.49%
Marketing Dept	4.30%
Operations Dept	39.23%
Production Dept	5.23%
Purchase Dept	4.89%
Sales Dept	10.32%
Service Dept	28.35%

Percent Of Hired  
Employee Dept Wise



Percent Of Hired  
Employee Dept Wise



**E. Position Tier Analysis:** Different positions within a company often have different tiers or levels.

**Your Task:** Use a chart or graph to represent the different position tiers within the company. This will help you understand the distribution of positions across different tiers.

Post Name	Diff Position Tiers
b9	308
c-10	105
c5	1182
c8	193
c9	1239
i1	151
i4	32
i5	511
i6	337
i7	635
m6	2
n10	0
n6	1
n9	0



## REFERENCE:

<https://docs.google.com/spreadsheets/d/1nAY5tRvPiFXZIx6xPVUWWIa92jIY6B87/edit?usp=sharing&ouid=111250034527650109360&rtpof=true&sd=true>

# REPORT:

## Project Description

Provide a brief overview of the project, its objectives, and the approach you followed.

## Approach

Explain your approach to the project and how you executed it, including the specific techniques and tools used.

## Tech-Stack Used

Specify the software and its version (e.g., Microsoft Excel 2022) and mention the purpose of using it.

## Insights

Summarize the insights and knowledge gained during the project. Discuss key findings and any meaningful trends or patterns discovered.

## Result

Describe what you achieved through the project and how it has contributed to your understanding of the hiring process analytics.

## Overview:

The project involves a multinational company's hiring process dataset to be analyzed for meaningful insights that could improve the hiring strategies. In this regard, examinations will be performed on the distribution of gender, average salary, decomposition of salaries in the company, as well.

## Approach:

### Data Cleaning:

- Handling Missing Data: checked for missing values and dealt with them either through imputation or removal as necessary.
- Clubbing Columns: Facilitated the analysis by clubbing related categories.
- Outlier Detection and Removal: Detected outliers and dealt with them to prevent skewing of analysis.

### Data Analysis:

- Descriptive Statistics: used Excel functions to compute averages, medians, etc.
- Visualization: Built charts and graphs to visualize key features of the hiring data.
- Pivot tables, filters, and advanced excel functions have been used for deep analysis.

## Tech-Stack Used:

**Microsoft Excel 2019:** Utilized for data cleaning, statistical analysis, and visualization. Excel was chosen for its robust set of tools for handling datasets, performing calculations, and creating visual representations of the data.

### Insights:

It has been Calculated as well as visualized the balance between the hiring of men and Women which will reflect to end-user the gender dynamics in the company

Calculated The average salary which will be basis for analyzing compensation

Calculated Class intervals for ranges of salaries This will help end-users understand the distribution of compensation levels.

For Departmental Distribution I was able to visualize the distribution of employees working in various departments. This helped him understand which departments are relatively more/less staffed.

For Position Tier Distribution I plotted the distribution of different position tiers. This also revealed how hierarchical the company is going to be.

### Result:

This project helped me in understanding how important Data Analytics is for Hiring Process of an organization as it provides valuable insights such as number of rejections, reason for rejections, profile of applicants, vacancies etc. which helps the hiring department to take Data-Driven Decisions.