

# **TALENT ACQUISITION METRICS FRAMEWORK**

## **PREAMBLE**

This Talent Acquisition Metrics Framework is established by ControlSync Solutions to provide a comprehensive and systematic approach to measuring, analyzing, and optimizing recruitment performance. Effective talent acquisition is critical to the organization's strategic growth and competitive positioning in the industrial automation software market.

## **1.0 PURPOSE AND SCOPE OF TALENT ACQUISITION METRICS**

1.1 The primary purpose of this framework is to establish a standardized, rigorous methodology for measuring and evaluating recruitment performance across ControlSync Solutions.

1.2 Specific objectives include: - Develop consistent, quantifiable metrics for recruitment processes - Create transparent performance tracking mechanisms - Establish accountability for recruitment team effectiveness - Align talent acquisition strategies with organizational growth objectives

1.3 This framework applies to all recruitment activities, including full-time, part-time, contract, and executive-level hiring across all departments and business units.

## **2.0 RECRUITMENT PERFORMANCE METRICS**

2.1 Time-to-Hire Calculations - Definition: Total elapsed time from job requisition approval to candidate acceptance - Measurement Methodology: a) Initial posting to first interview: Maximum 10 business days b) First interview to offer: Maximum 15 business days c) Offer acceptance to start date: Maximum 30 calendar days

2.2 Cost-per-Hire Analysis - Comprehensive calculation including: - Recruitment advertising expenses - External recruiter fees - Internal recruitment team labor costs - Assessment and screening expenses - Relocation and signing bonus allocations

2.3 Source Effectiveness Tracking - Quantitative assessment of recruitment channel performance - Metrics include: - Application volume - Interview conversion rates - Candidate quality score - Hire rate by source

2.4 Candidate Quality Assessment - Multi-dimensional evaluation framework - Scoring criteria: - Technical skill alignment - Cultural fit - Performance potential - Long-term retention probability

### **3.0 DATA COLLECTION AND REPORTING PROTOCOLS**

3.1 Data Collection Standards - Mandatory input of all recruitment interactions into centralized applicant tracking system - Real-time data capture requirements - Standardized data entry protocols

3.2 Reporting Frequency - Weekly preliminary reports - Monthly comprehensive performance analysis - Quarterly strategic recruitment review

3.3 Measurement Validation Processes - Cross-referencing multiple data sources - Regular internal audit of metric calculations - External benchmarking against industry standards

### **4.0 TALENT ACQUISITION TECHNOLOGY INTEGRATION**

4.1 Applicant Tracking System (ATS) Specifications - Cloud-based platform with advanced analytics capabilities - Integration with HRIS and performance management systems - Secure, GDPR-compliant data management

4.2 Data Integration Protocols - Automated data synchronization - API-based integration standards - Real-time performance metric updates

4.3 Technology Performance Standards - 99.5% system uptime - Maximum 2-second data retrieval response time - Comprehensive data encryption and security measures

### **5.0 COMPLIANCE AND LEGAL CONSIDERATIONS**

5.1 Equal Employment Opportunity Compliance - Blind screening mechanisms - Diversity and inclusion metric tracking - Regular compliance audits

5.2 Data Privacy Requirements - Strict adherence to GDPR and CCPA regulations - Candidate data protection protocols - Transparent consent management

5.3 Non-Discrimination Metric Tracking - Systematic monitoring of hiring diversity - Identification and mitigation of potential bias - Quarterly diversity and inclusion reporting

### **6.0 PERFORMANCE IMPROVEMENT FRAMEWORK**

6.1 Benchmark Comparisons - Annual comparison with industry recruitment performance standards - Identification of performance gaps - Competitive positioning analysis

6.2 Improvement Target Setting - Quantitative performance improvement goals - Incremental metric enhancement strategies - Continuous optimization approach

## **DEFINITIONS**

- Time-to-Hire: Total elapsed time in recruitment process
- Cost-per-Hire: Comprehensive recruitment expense calculation
- Source Effectiveness: Quantitative assessment of recruitment channel performance

## **EXHIBITS**

Exhibit A: Detailed Metric Calculation Methodologies Exhibit B: Technology Integration Specifications Exhibit C: Compliance Validation Checklist

## **APPENDICES**

Appendix 1: Recruitment Performance Dashboard Template Appendix 2: Data Collection Standardization Guidelines