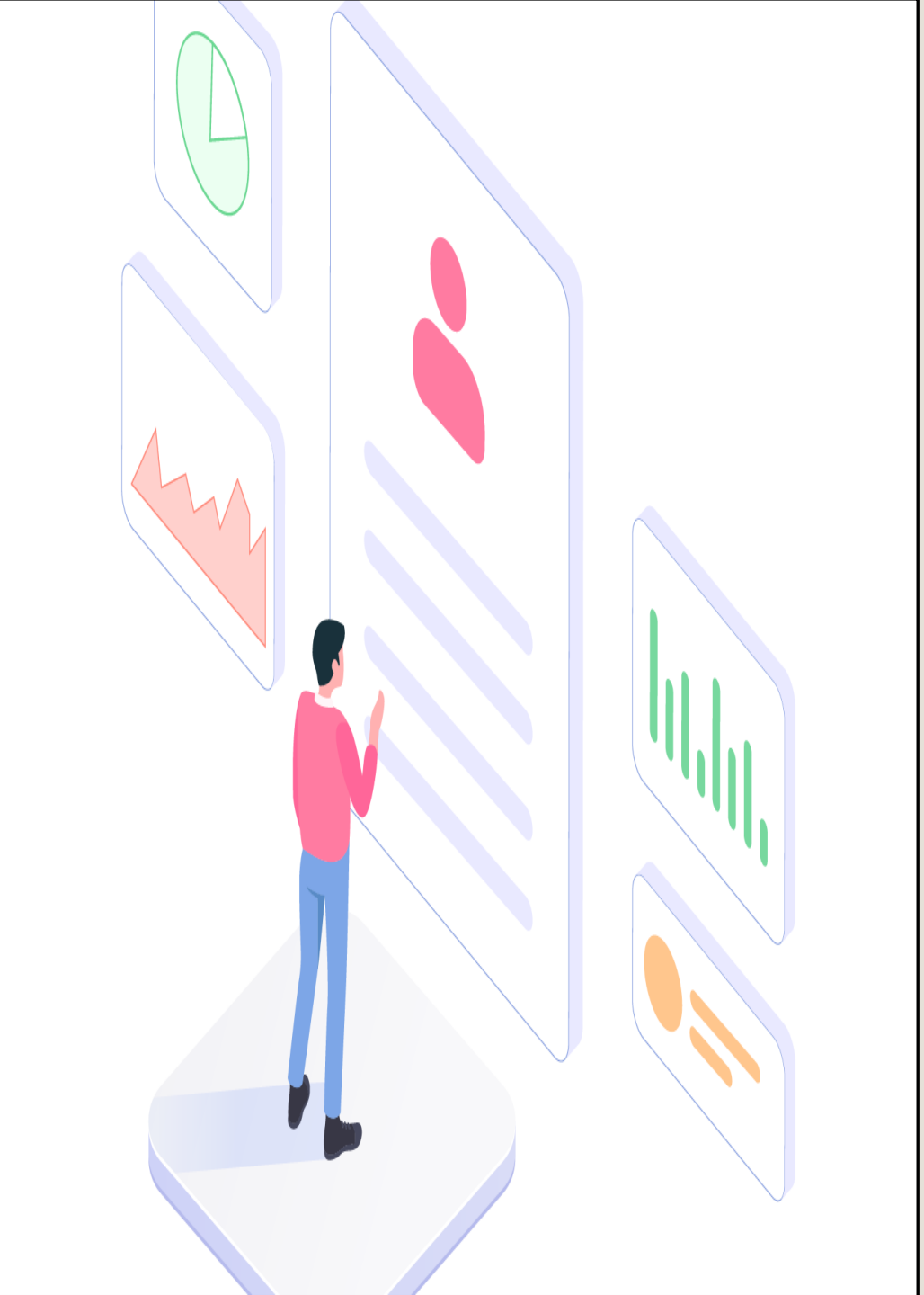
PROJECT 4
HIRING PROCESS ANALYTICS

INTRODUCTION

Hiring process analytics –

- The systematic use of data and analyzing it for insights to optimize the hiring and recruitment process.
- It ensures efficiency, quality while adapting to industry shifts.



IMPORTANCE

- Cost savings : reduce unnecessary expenses in the recruitment process
- Time to hire reduction : identifying and eliminating the bottlenecks
- Continuous improvement : ensures adaptability to market trends

PROJECT DESCRIPTION

“NOTHING WE DO IS MORE IMPORTANT THAN HIRING AND DEVELOPING PEROPLE. AT THE END OF THE DAY , YOU BET ON PEOPLE AND NOT ON STRATEGIES.”

Welcome to our presentation on Hiring process analytics. In this project we will be using the knowledge of statistics and excel to do the tasks for analysis. The hiring process is a crucial function of any company and understanding trends such number of rejections , number of hired , number of males and females hired , salaries offered and job vacancies etc. The insights will potentially help the company to improve the hiring process and helping them to make better decisions with the hiring process.

APPROACH

- **Data cleaning**

Removing outliers , identifying and removing errors , identifying missing values

- **Data analysis**

Using stats methods and excel to summarizing the key metrics

- **Data visualization**

Using charts and graphs for comprehensive data visualisation

TECH STACK USED

MICROSOFT EXCEL

- It is a versatile tool used for collecting and organizing data.
- It is used for initial data analysis including sorting , filtering and basic statistical calculations.
- It is used for creating visualizations (graphs/charts).

MICROSOFT POWERPOINT

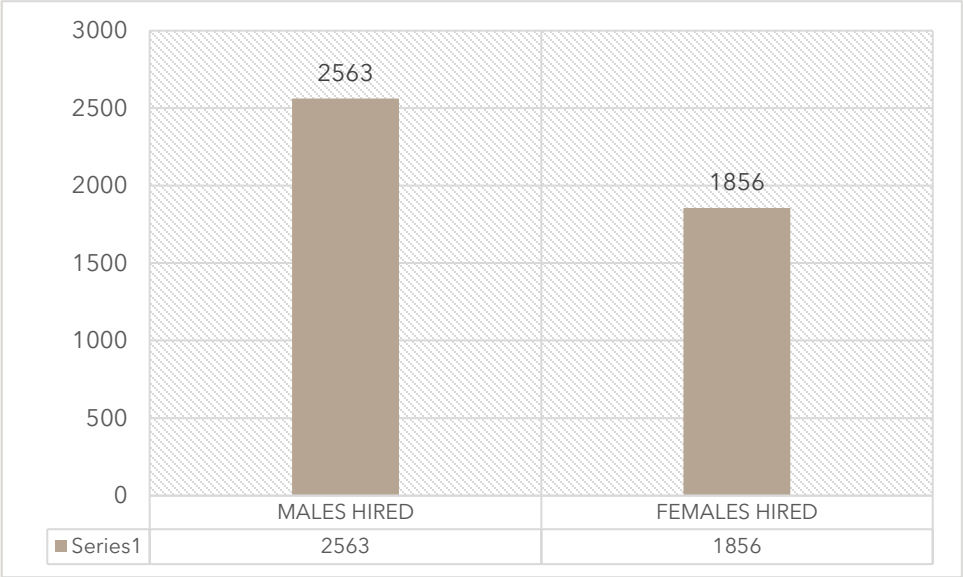
Final report is visualized in the form of presentation.

A. HIRING ANALYSIS

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

GENDER	STATUS	TOTAL NO. OF PEOPLE
MALES	HIRED	1855
FEMALES	HIRED	2563

Using the formula in an excel spreadsheet
=COUNTIFS(D:D,"MALE",C:C,"HIRED") FOR filtering out the no. of males that are hired
=COUNTIFS(D:D,"FEMALE",C:C,"HIRED") FOR filtering out the no. of females that are hired



B. SALARY ANALYSIS

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

TO FIND THE AVERAGE SALARY , WE NEED TO –
Firstly , remove the outliers i.e. salary greater than 1,00,000 and less than 1,000
Then use the formula in excel
=AVERAGE(entire_column_of_the_salary)

According to the dataset provided , the column "G" is for salary

FORMULA USED-
=AVERAGE(G:G)

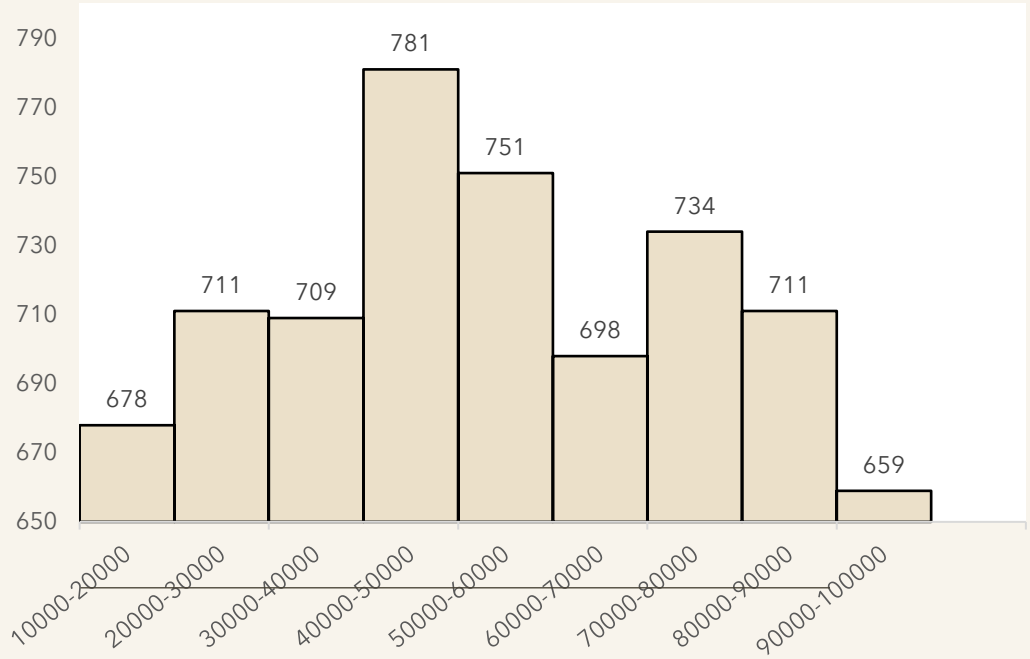
OUTPUT –
49983.02902

C. Salary Distribution

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

Calculating the classes via the FORMULA-
=COUNTIFS(G:G,">=0",G:G,"<10000")
=COUNTIFS(G:G,">=10000",G:G,"<20000") and so on…

10000-20000	20000-30000	30000-40000	40000-50000	50000-60000	60000-70000	70000-80000	80000-90000	90000-100000
678	711	709	781	751	698	734	711	659

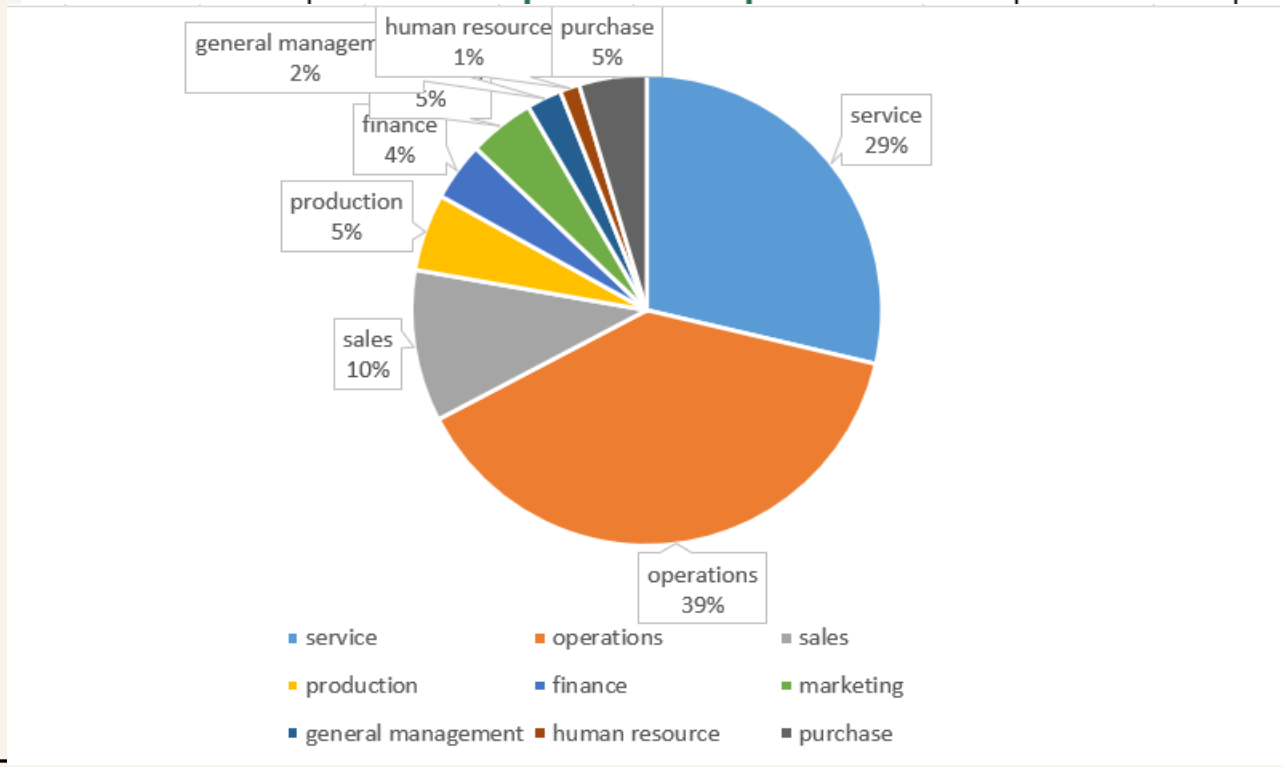


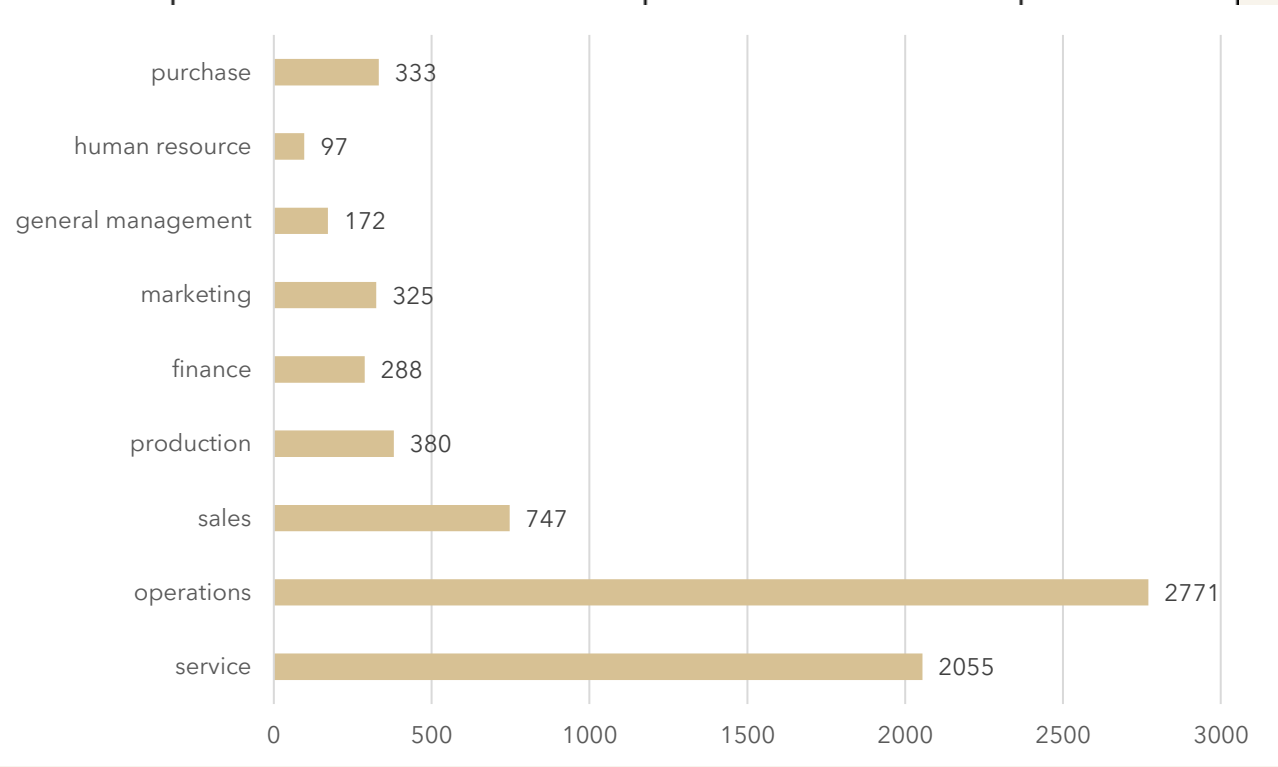
D. Departmental Analysis

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

For this , we have a departments column(E) from which we have to filter out the no. of people working in each department. The formula we will apply here =COUNTIF(entire_column,"department_name")
=COUNTIF(E:E,"sales")

service	operation	sales	production	finance	marketing	general management	human resource	purchase
2055	2771	747	380	288	325	172	97	333





E. Position Tier Analysis

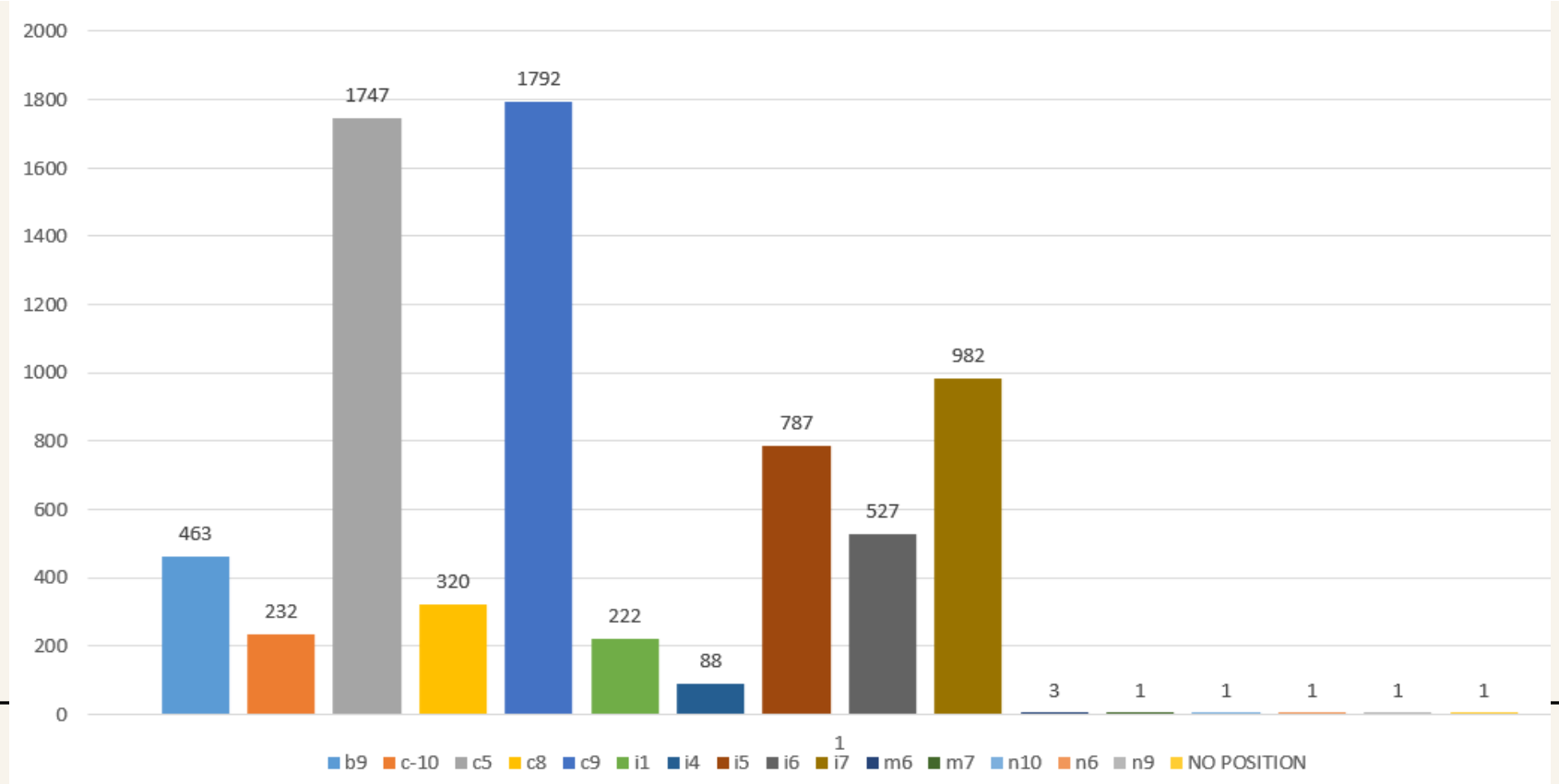
Use a chart or graph to represent the different position tiers within the company. This will help you understand the distribution of positions across different tiers.

Counting the no. of people working in different positions via the formula-

=COUNTIF(entire_column_of_positions_,"position_name")

Eg - =COUNTIF(F:F,"B9") WHERE F:F represents the column of positions and b9 is the column name

b9	c-10	c5	c8	c9	i1	i4	i5	i6	i7	m6	m7	n10	n6	n9	NO POSITION
463	232	1747	320	1792	222	88	787	527	982	3	1	1	1	1	1



RESULT

- Males hired
- Females hired
- Average salary offered
- Class intervals of salary
- Different departments
- Different positions in the company
- Visualizing via charts/graphs
- Usage of excel formulas