

# **Hiring Process Analytics**

## **Statistics**

### **Project Description**

- Hiring process is the fundamental and the most important function of a company. Here, the MNCs get to know about the major underlying trends about the hiring process.
- Trends such as- 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! Being a Data Analyst, my job is to go through these trends and draw insights out of it for hiring department to work upon.

### **Approach**

1. Understand the data: Before beginning the analysis, I took some time to familiarize with the data. Look at the structure of the data and get a sense of the overall content. This help me identify any potential issues or challenges that I may need to address as I proceed with my analysis.
2. Check for missing or incomplete data: Make sure to check for any blank values or missing data in your dataset.
3. Identify and handle outliers: Outliers are data points that are significantly different from the rest of the data. They can have a significant impact on summary statistics and can distort the results of your analysis. It's important to identify any outliers and decide how to handle them, such as by excluding them from the analysis or by treating them as separate cases.
4. Communicate your findings: Once completed with analysis, present your findings to your audience in a clear and concise way. Use visualizations, such as charts and graphs, to help communicate your results. Be sure to clearly explain your methodology and the implications of your results.

## Tech-Stack Used

Software And The Version Used While Making The Project :

1. MS Excel (For working, analysing and reporting insights)
2. Microsoft Power Point (For presenting the detailed analysis)

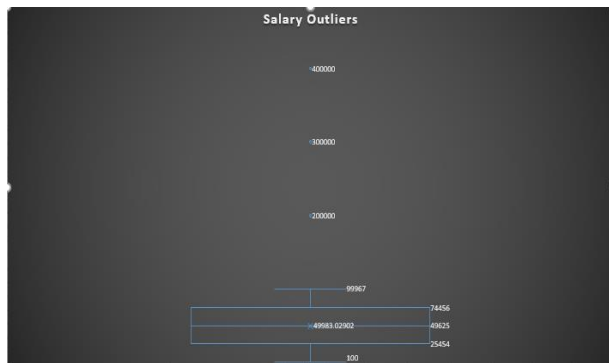
## Creating Clean Table

	A	B	C	D	E	F	G
1	application_id	Interview Taken on	Status	event_name	Department	Post Name	Offered Salary
2	863024	01-08-2014 10:47	Hired	Male	Service Department	c8	99967
3	913059	11-08-2014 09:29	Hired	Female	Service Department	c9	99953
4	124098	23-06-2014 16:23	Hired	Male	Service Department	c9	99950
5	690427	14-06-2014 13:54	Hired	Male	Operations Department	c5	99948
6	879713	23-05-2014 03:38	Rejected	Male	Production Department	i1	99939
7	222116	24-07-2014 05:43	Rejected	Male	Operations Department	i7	99929
8	137124	16-08-2014 07:10	Hired	Male	Operations Department	c9	99920
9	302732	07-08-2014 13:25	Hired	Male	Production Department	c-10	99891
10	768225	07-08-2014 09:32	Hired	Male	Service Department	c9	99880
11	915022	04-07-2014 15:09	Hired	Female	Operations Department	c9	99852
12	911449	28-07-2014 09:31	Rejected	Male	Operations Department	c5	99841
13	932562	13-08-2014 09:23	Rejected	Male	Marketing Department	c5	99828
14	322454	15-08-2014 10:07	Hired	Male	Sales Department	c5	99824
15	841824	06-05-2014 05:10	Hired	Female	Production Department	c9	99800
16	819973	06-05-2014 19:30	Hired	Male	Service Department	c8	99766
17	496401	10-07-2014 09:51	Rejected	Female	Finance Department	i6	99762
18	562353	01-05-2014 09:45	Hired	Female	General Management	i7	99745
19	564902	24-07-2014 09:57	Rejected	Female	Sales Department	c5	99736
20	230925	18-07-2014 19:00	Rejected	Female	Production Department	i1	99722
21	234992	30-05-2014 18:07	Hired	Male	Service Department	b9	99645
22	518271	13-08-2014 09:31	Hired	Male	Service Department	c5	99637
23	389951	30-07-2014 09:31	Rejected	Male	Operations Department	i7	99619
24	831661	16-05-2014 06:42	Hired	Don't want to say	Operations Department	i7	99617
25	741101	17-07-2014 12:04	Rejected	Female	Service Department	i7	99614
26	498458	12-08-2014 08:28	Hired	Male	Service Department	i7	99596
27	851764	01-05-2014 16:01	Rejected	Male	Operations Department	i6	99574
28	476925	14-08-2014 11:22	Hired	Male	Operations Department	c9	99554
29	408891	22-08-2014 10:18	Rejected	Male	Purchase Department	c-10	99522
30	465549	15-05-2014 08:41	Rejected	Male	Service Department	c5	99432

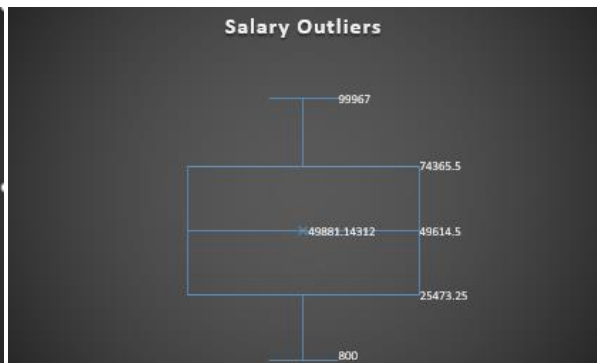
Table

Sheet6

## Data Cleaning, Removing Outliers



Outliers Before Cleaning



Outliers After Cleaning

## INSIGHTS

### A. How many males and females are Hired ?

Total no. of Males Hired	Total no. of Females Hired
<code>=COUNTIFS(C:C,"Hired",D:D,"Male")</code>	<code>=COUNTIFS(C:C,"Hired",D:D,"Female")</code>

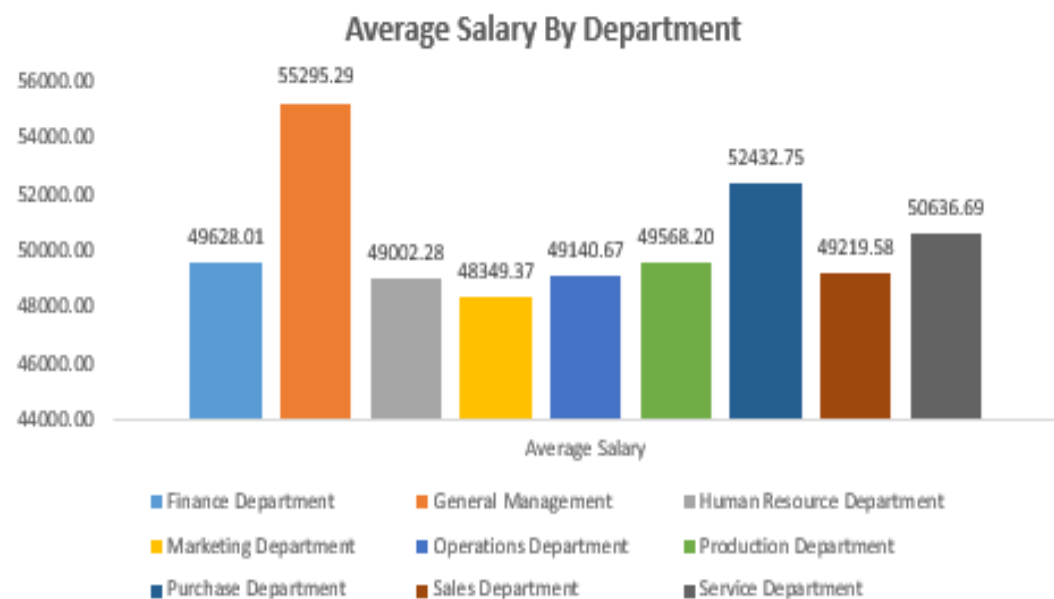
Total no. of Males Hired	Total no. of Females Hired
2561	1854



Here, from the image we can see that the number of Males Hired is more than the Number of Females.

## B. What is the average salary offered in this company ?

Average Salary By Department	
Department	Average Salary
Finance Department	49628.01
General Management	55295.29
Human Resource Department	49002.28
Marketing Department	48349.37
Operations Department	49140.67
Production Department	49568.20
Purchase Department	52432.75
Sales Department	49219.58
Service Department	50636.69

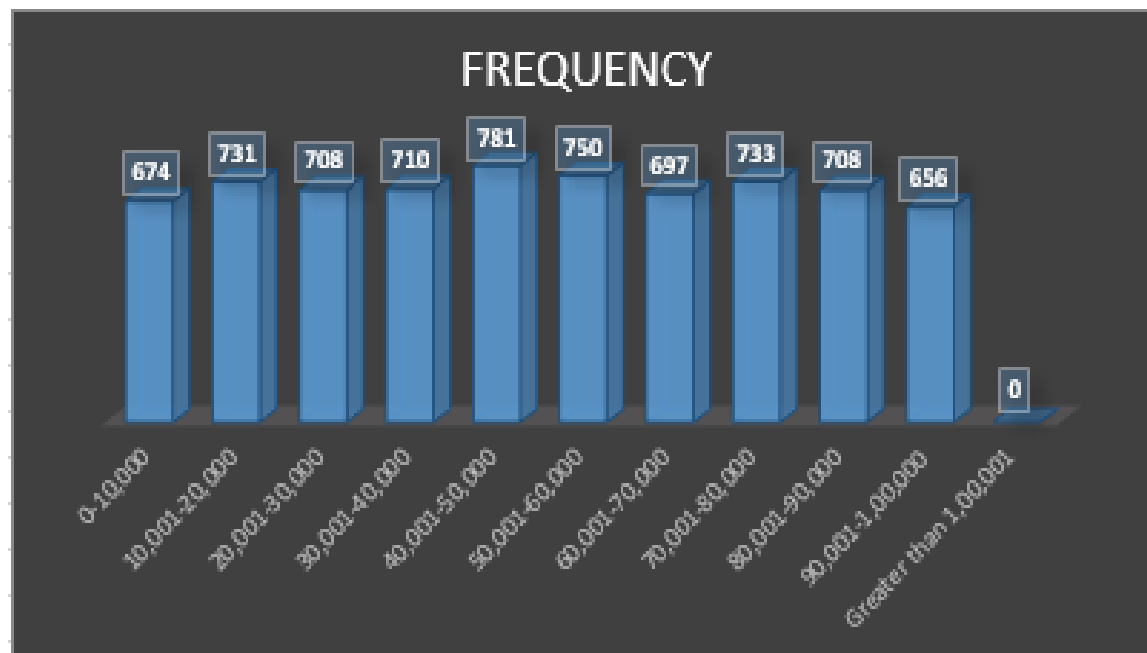


**Average Salary Offered In This Company**  
**49881.14312**

The Average Salary Offered By this Company is 49881.14

### C. Draw the class intervals for salary in the company ?

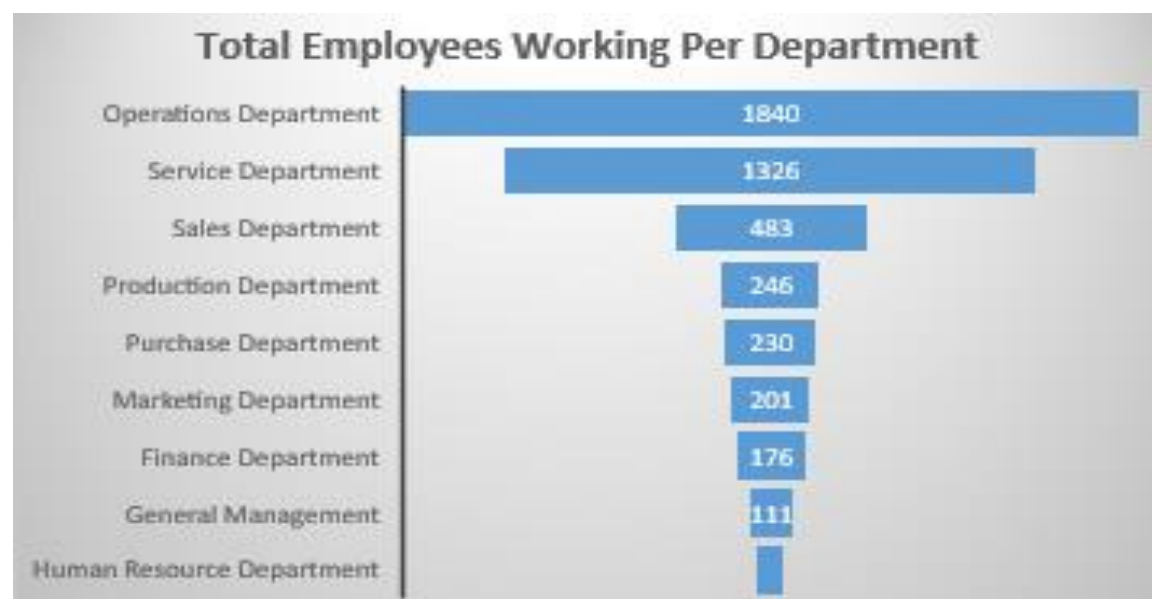
Class Intervals for Salary in the Company	
Salary	Frequency
0-10,000	674
10,001-20,000	731
20,001-30,000	708
30,001-40,000	710
40,001-50,000	781
50,001-60,000	750
60,001-70,000	697
70,001-80,000	733
80,001-90,000	708
90,001-1,00,000	656
Greater than 1,00,001	0



Highest number of People have their Salary in Range of 40,001-50,000 and 0-10,000 Has the lowest number of people.

**D. Draw Pie Chart / Bar Graph ( or any other graph ) to show proportion of people working different department ?**

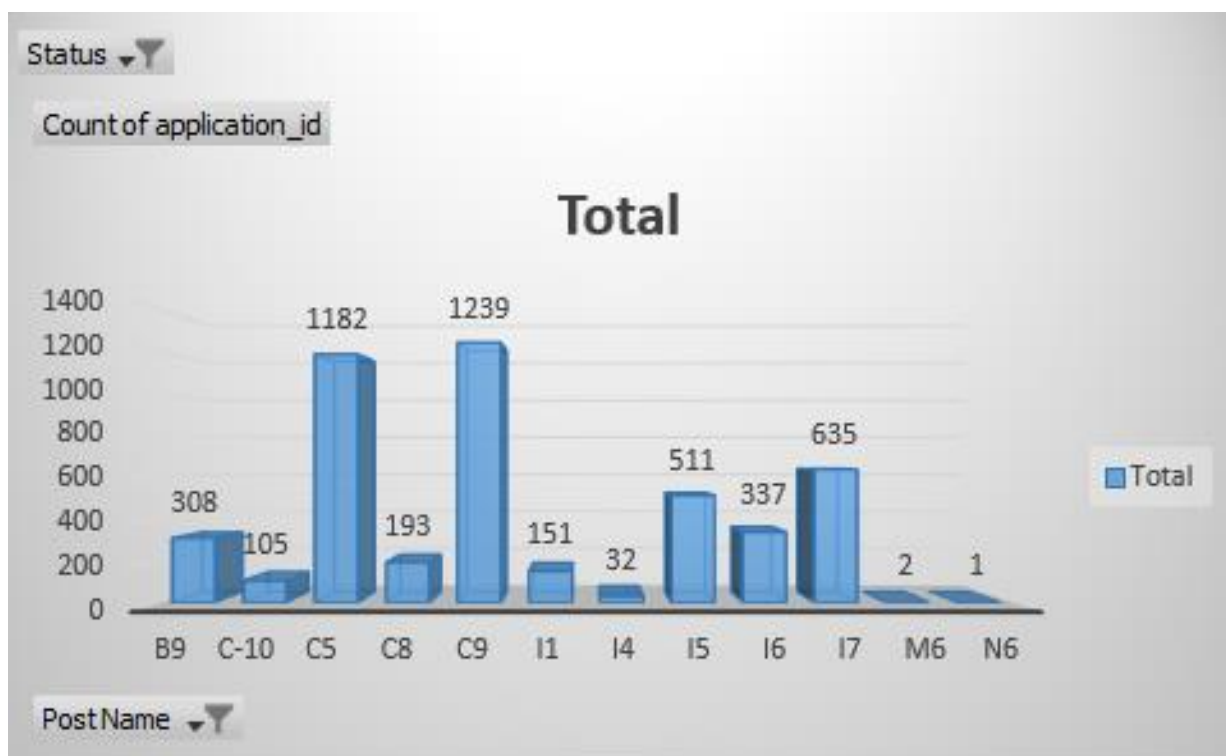
People working in each department	
Deptaltment Name	Total Employees Per Department
Operations Department	1840
Service Department	1326
Sales Department	483
Production Department	246
Purchase Department	230
Marketing Department	201
Finance Department	176
General Management	111
Human Resource Department	70



A significant portion of the workforce is concentrated in the Operations Department and service departments. Whereas Human Resource Department has Least Number of People Working.

## E. Represent different post tiers using chart/graph?

Status	Hired
Row Labels	Count of application_id
b9	308
c-10	105
c5	1182
c8	193
c9	1239
i1	151
i4	32
i5	511
i6	337
i7	635
m6	2
n6	1
Grand Total	4696



The most common job titles among the people in the dataset are C5 and C9.

## **INSIGHTS & RESULT**

- Keypoints to mention to summarize the detailed analysis:
  1. The number of males hired is more than the number of females.
  2. The Average Salary Offered By this Company is 49881.14
  3. Highest number of People have their Salary in Range of 40,001-50,000 and 0-10,000 Has the lowest number of people.
  4. A significant portion of the workforce is concentrated in the Operations Department and service departments. Whereas Human Resource Department has Least Number of People Working.
  5. The most common job titles among the people in the dataset are C5 and C9.

### **Takeaway from the report:**

I learnt managing and cleaning data, creating clean tables, running pivots, using formulas and different types of solutions for various errors. Additionally, analyzing trends such as number of rejections, number of interviews, types of jobs etc. are important for a company to analyze before hiring freshers or any other individual.

### **Drive Link:**

<https://drive.google.com/drive/folders/1GCe6hYmNyJaTraClSJXygLrbOjLNuri?usp=sharing>