

Project 4

Hiring Process Analytics

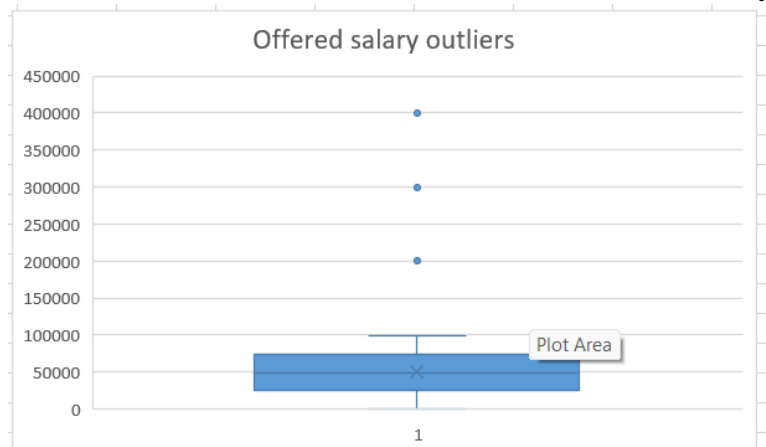
Description:

This project aimed to dissect the hiring process of a company by analysing a dataset that records various aspects of job applications and outcomes. The objectives were to understand gender distribution among hires, the salary structure, department allocation, and the distribution of position tiers.

Approach:

I cracked into the analysis directly in **Microsoft Excel**, which is handy for sorting, filtering, and calculating stuff with built-in functions:

- 1) **Handling Missing Data:** I filtered out the missing values and in the event_name column, I replaced all the '-' with "unknown" to make the analysis process more easier. Then I replaced the blank in the offered column with the median value.
- 2) **Outlier Detection:** Found outliers in offered salary column.



- 3) **Removing outliers:** Capped the outliers and created a new column.
- 4) **Data Summary:** After cleaning and preparing my data, I summarized my findings.
- 5) **Gender Distribution Analysis:** I sorted out the gender details to see the number of male and female hires.
- 6) **Salary Analysis:** Calculated the average salary and binned the salary data into ranges to see where most salaries land.

- 7) **Departmental Analysis:** Whipped up a pie chart in Excel to visually show which departments are packing the most employees.
- 8) **Position Tier Analysis:** Threw together a bar chart to show how position tiers stack up in the company.

Tech-Stack Used:

- **Microsoft Excel 2016:** Chosen for its robust functionality that includes pivot tables, formula calculations, and chart tools, making it perfect for this kind of data analysis. Excel's user-friendly interface and powerful data manipulation capabilities let us easily manage and visualize the data without needing to write any code.

Insights:

From the project, I got a bunch of important insights:

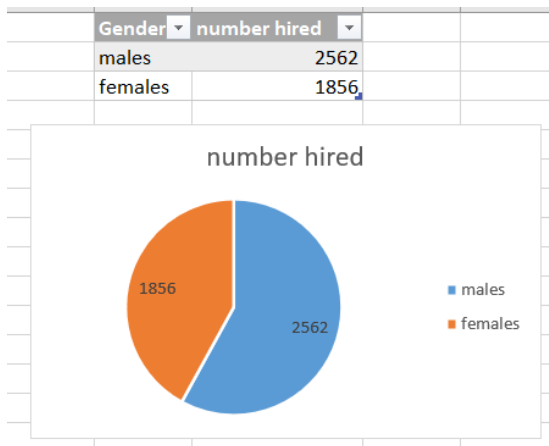
- The company is hiring more males than females.
- Salaries mainly hover between \$20k to \$80k, indicating a standard range for most employees.
- The departmental pie chart showed a balanced distribution of roles, while the position tier analysis highlighted a well-structured hierarchy within the company.

Result:

By the end of this project, I had a clearer picture of the hiring trends, which not only helps in optimizing the hiring process but also boosts my understanding of strategic HR planning. The Excel-based analysis was a killer way to get quick with the data, providing actionable insights that can help the company attract and manage talent more effectively.

Snapshots of the tasks:

1) Hiring Analysis:

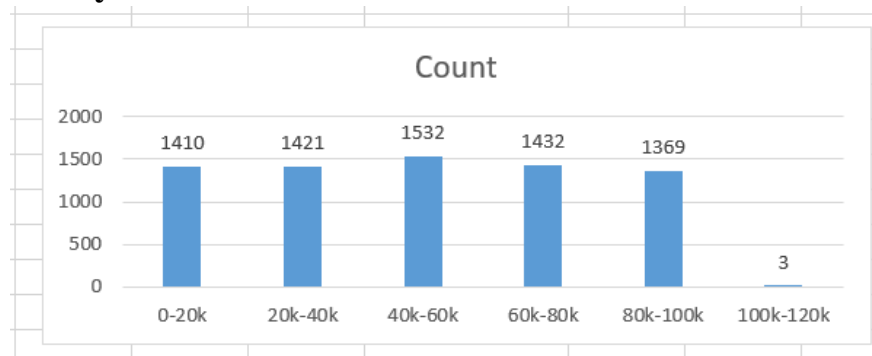


First created a pivot table and then plotted the pie chart.

2) Salary Analysis:

The average salary is found to be **49914.28**

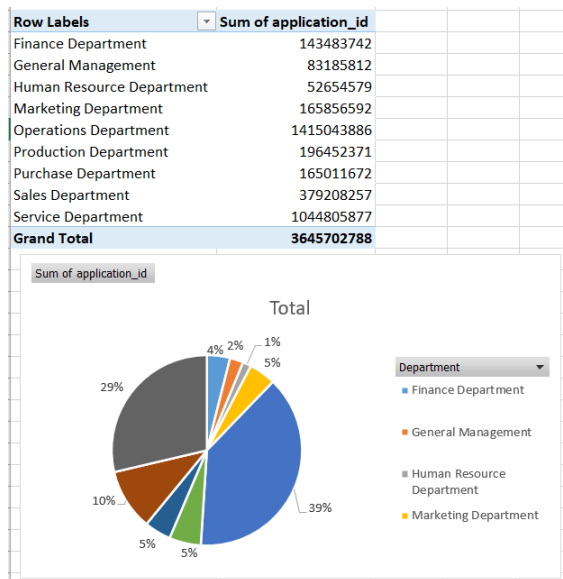
3) Salary Distribution:



The salary distribution analysis revealed a pretty enticing scene:

- **Most Common Salary Ranges:** The bulk of salaries are nestled between \$20k to \$80k, highlighting the standard compensation range for a significant portion of the employees.
- **Majority in Mid Ranges:** Specifically, the \$40k-\$60k range is the sweet spot, with the highest number of employees pulling in this bracket, showing it's a common offer for many positions.
- **Few High Earners:** There's a slight dash of exclusivity with very few employees (only 3) hitting the \$100k-\$120k mark, pointing to rare, high-tier positions.

4) Departmental Analysis:

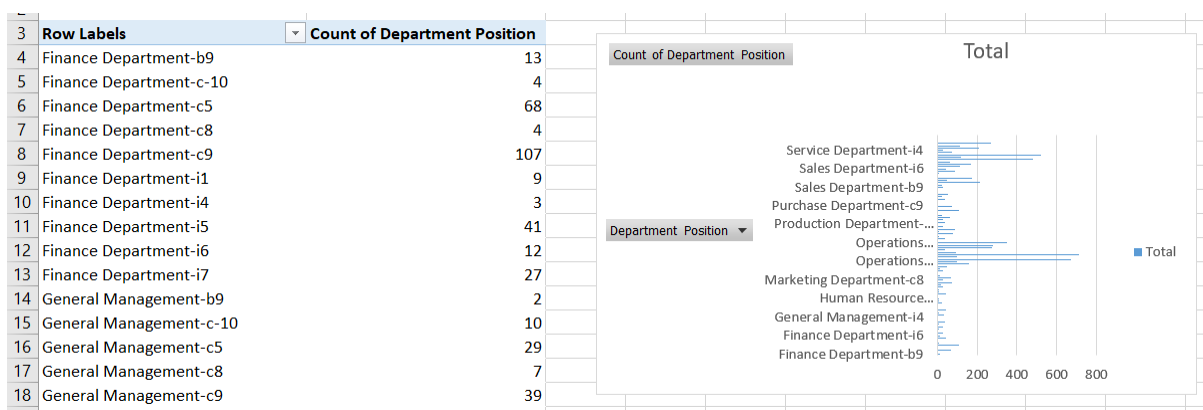


The Finance Department is possibly the most active or largest in terms of staffing or workload, given the high number associated with it.

General Management and Human Resources also play major roles but to a lesser extent compared to Finance, indicating varying degrees of operational load or staffing requirements.

These figures might be used to gauge departmental workload, prioritize resource allocation, or assess the efficiency and impact of each department within the company.

5) Position Tier Analysis:



I have clubbed two columns here, the department and the post name column. Doing so gave me enhanced context and clarity, improved accuracy in reporting and better organizational insights.

This structure helps in analysing the staffing level or role distribution within specific parts of the organization, giving insights into departmental composition and potentially identifying areas with staffing needs.

[EXCEL SHEET](#)