USA Staffing

Reporting and Analytics Release Notes

Stage Release Date: January 29, 2020

Production Release Date: February 5, 2020

Reporting and Analytics

Time to Hire

- Time to Hire namespace
    - o Announcement Information folder
        - ▪ Appointment Types query subject: a new query subject and data item were added to allow reporting by the appointment type of the announcement.
            - • 'Appointment Type': Identifies the type of appointment (e.g., permanent, temporary, term).
        - ▪ Work Schedules query subject: a new query subject and data item were added to allow reporting by the work schedule(s) associated with the announcement.
            - • 'Work Schedule': Identifies the type of work schedule (e.g., full time, part time, intermittent, shift work, job sharing) for the position announced.
    - o Request Information folder
        - ▪ Request Work Schedules query subject: a new query subject and data item were added to allow reporting by the work schedule(s) associated with the request.
            - • 'Request Work Schedule': Identifies the type of work schedule (e.g., full time, part time, intermittent, shift work, job sharing) for the requested position.

Staffing Administration

- Position Description Library namespace
    - o Position Description Detail folder
        - ▪ Competencies query subject: a new query subject and associated query items were created to allow reporting on competencies related to position descriptions.
            - • 'Competency Definition': The definition of the competency used on a PD.
            - • 'Competency ID': The unique ID number of a competency used on a PD.
            - • 'Competency Source': The source of the competency used on a PD.
            - • 'Competency Title': The title of the competency used on a PD.
            - • 'Competency Type': The type of competency (Technical or General) used on a PD.
        - ▪ Duties and Responsibilities query subject: a new query subject and associated query item were added to allow reporting on the duties and responsibilities associated with position descriptions.
            - • 'Duty Number': The number assigned to the duty to indicate the order in which the duty statement appears in the position description.
            - • 'Duty Percentage': The percentage of time spent on the job performing a duty.
            - • 'Duty Text': The narrative description of the duty included in the position description.
            - • 'Duty Type': Indicates whether a duty is considered a primary duty of the position, or whether it is considered an other related duty.

Reports

- The Time to Hire Detail Report was created. The report displays detail level data on the milestones of the hiring process and the overall time to hire.
    - o Location: Team Content > USA Staffing Packages and Folders > Time to Hire
- The Time to Hire Summary Report (Completed Requests) was created. The report displays summary level data on the milestones of the hiring process and the overall time to hire.
    - o Location: Team Content > USA Staffing Packages and Folders > Time to Hire