USA Staffing
Reporting and Analytics Release Notes

Stage Release Date: November 30, 2022

Production Release Date: December 7, 2022

Reporting and Analytics

Applicant Flow Data Warehouse

- Application Rating Combinations namespace
  - Announcement Information sub-folder
    - Announcement query subject: a new query subject and associated query items were added to enable reporting on data about announcements.
      - 'Announcement Close Date': The calendar date that an announcement closed.
      - 'Announcement Hiring Paths': Concatenated field showing all hiring paths that are associated with an announcement.
      - 'Announcement Last Modified Date/Time': The timestamp of the last time an announcement was modified.
      - 'Announcement Locations': Concatenated field showing all locations (city, state, country or city, country) that are associated with an announcement.
      - 'Announcement Number': The unique identifying number associated with an announcement.
      - 'Announcement Open Date': The calendar date that an announcement opened.
      - 'Announcement Released Date/Time': The date/ time of the most recent change to the release status of an announcement (i.e., released, updated, or removed) on USAJOBS.
      - 'Announcement Released?': Flag indicating if the announcement has been released to USAJOBS.
      - 'Announcement Status': The current status of an announcement as determined by the system and based on whether the announcement is released and if it is between the open and close dates.
      - 'Application Limit': The maximum number of applications an announcement can collect before being automatically closed on the date the maximum number is reached.
      - 'Application Limit Set?': Flag indicating if the announcement is set to automatically close on the date a specified number of applications is received.
      - 'External Contact Email': The email address of the point of contact outside of the organization that is responsible for answering questions about the announcement.
      - 'External Contact ID': The unique identifier assigned to the point of contact outside the organization that is responsible for answering questions about the announcement.
      - 'External Contact Name': The last name, first name of the point of contact outside the organization that is responsible for answering questions about the announcement.
      - 'Internal Contact Email': The email address of the point of contact within the organization that is responsible for answering questions about the announcement.
      - 'Internal Contact ID': The unique identifier assigned to the point of contact within the organization that is responsible for answering questions about the announcement.
      - 'Internal Contact Name': The last name, first name of the individual within the organization that is responsible for answering questions about the announcement.
      - 'Maximum Salary': The maximum salary associated with the position being posted to USAJOBS.
      - 'Minimum Salary': The minimum salary associated with the position being posted to USAJOBS.
      - 'Not to Exceed': Description of the special duration of the appointment type.
      - 'Salary Type': The frequency of salary payment.
      - 'Total Openings': The number of position openings associated with the announcement.
      - 'USAJOBS Control Number': The USAJOBS provided announcement control number.

- 'USAJOBS Job Status': The current status of the announcement and staffing process as shown in USAJOBS.
- 'USAJOBS Job Status Last Modified Date/Time': The timestamp of the last time the USAJOBS Job Status was modified.
- 'Who May Apply': Description of the types of candidates that may apply for a job posting.
- 'Who May Apply Override Text': A description of the type of candidates that may apply for a job posting, as entered by an HR Specialist.

- Vacancy Metrics folder
  - Vacancy Metric query subject: enables the use of pre-calculated metrics for the most commonly used metrics related to the vacancy.
    - 'Total Applied': Metric indicating the total number of unique applications received for a vacancy.
    - 'Total Certificates Audited': Metric indicating the total number of audited certificates.
    - 'Total Certificates Audited and Unused': Metric indicating the total number of audited certificates without selections.
    - 'Total Certificates Audited and Unused with Veterans': Metric indicating the total number of audited certificates without selections that had veterans.
    - 'Total Certificates Audited and Unused without Veterans': Metric indicating the total number of audited certificates without selections that did not have veterans.
    - 'Total Certificates Audited and Used': Metric indicating the total number of audited certificates with selections.
    - 'Total Certificates Audited and Used with Veterans': Metric indicating the total number of audited certificates with selections that had veterans.
    - 'Total Certificates Audited and Used without Veterans': Metric indicating the total number of audited certificates with selections that did not have veterans.
    - 'Total Certificates Issued': Metric indicating the total number of certificates issued.
    - 'Total Entered on Duty': Metric indicating the total number of unique applications selected and entered on duty for at least one rating combination for the vacancy.
    - 'Total Hired': Metric indicating the total number of unique applications selected by the hiring manager (Audit Code = Selected) and audited by the HR Specialist as hired (Return Status = Hired) for at least one rating combination for the vacancy.
    - 'Total Not Referred – Not Qualified': Metric indicating the total number of unique applications not referred on any non-cancelled certificate because the application was not qualified for any rating combination for the vacancy.
    - 'Total Not Referred – Qualified': Metric indicating the total number of unique applications not referred on any non-cancelled certificate but were qualified for at least one rating combination for the vacancy.
    - 'Total Qualified': Metric indicating the total number of unique applications received for a vacancy that are qualified for at least one rating combination.
    - 'Total Referred': Metric indicating the total number of unique applications referred on at least one non-cancelled certificate for the vacancy.
    - 'Total Selected': Metric indicating the total number of unique applications selected by the hiring manager (Audit Code = Selected) for at least one rating combination for the vacancy.
    - 'Total Sent Official Offers': Metric indicating the total number of unique applications that were sent an official job offer for at least one rating combination for the vacancy.
    - 'Total Sent Tentative Offers': Metric indicating the total number of unique applications that were sent a tentative offer for at least one rating combination for the vacancy.

- 'Total Veterans Applied': Metric indicating the total number of unique veteran applications received for a vacancy. If the vacancy is not set to collect veterans preference information, this metric will be 0.
- 'Total Veterans Entered on Duty': Metric indicating the total number of unique veteran applications selected and entered on duty for at least one rating combination for the vacancy. If the vacancy is not set to collect veterans preference information, this metric will be 0.
- 'Total Veterans Hired': Metric indicating the total number of unique veteran applications selected by the hiring manager (Audit Code = Selected) and audited by the HR Specialist as hired (Return Status = Hired) for at least one rating combination for the vacancy. If the vacancy is not set to collect veterans preference information, this metric will be 0.
- 'Total Veterans Not Referred – Not Qualified': Metric indicating the total number of unique veteran applications not referred on any non-cancelled certificate because the application was not qualified for any rating combination for the vacancy.
- 'Total Veterans Not Referred – Qualified': Metric indicating the total number of unique veteran applications not referred on any non-cancelled certificate but were qualified for at least one rating combination for the vacancy.
- 'Total Veterans Qualified': Metric indicating the total number of unique veteran applications received for a vacancy that are qualified for at least one rating combination. If the vacancy is not set to collect veterans preference information, this metric will be 0.
- 'Total Veterans Referred': Metric indicating the total number of unique veteran applications referred on at least one non-cancelled certificate for the vacancy. If the vacancy is not set to collect veterans preference information, this metric will be 0.
- 'Total Veterans Selected': Metric indicating the total number of unique veteran applications selected by the hiring manager (Audit Code = Selected) for at least one rating combination for the vacancy.
- 'Total Veterans Sent Official Offers': Metric indicating the total number of unique veteran applications that were sent an official job offer for at least one rating combination for the vacancy.
- 'Total Veterans Sent Tentative Offers': Metric indicating the total number of unique veteran applications that were sent a tentative job offer for at least one rating combination for the vacancy.
- Vacancy Metric Date query subject: enables reporting on various date types associated with the date on which the announcement was closed.
    - 'Announcement Closed Calendar Month': The name of the month of the calendar year (e.g., January, February) in which the announcement was closed.
    - 'Announcement Closed Calendar Month Number': The number of the month of the calendar year (e.g., January = 1, February = 2) in which the announcement was closed.
    - 'Announcement Closed Calendar Year': The calendar year (e.g., 2020) in which the announcement was closed.
    - 'Announcement Closed Fiscal Month': The number of the month of the fiscal year (e.g., October = 1, November = 2) in which the announcement was closed.
    - 'Announcement Closed Fiscal Quarter': The fiscal quarter (e.g., Q1, Q2) in which the announcement was closed.
    - 'Announcement Closed Fiscal Year': The fiscal year (e.g., 2020) in which the announcement was closed.

Hiring Data Warehouse

- Announcements folder
  - Announcement Information sub-folder
    - Announcement query subject: a new query item was added to enable reporting on the remote job clarification text.
      - 'Remote Job Clarification Text': Additional details about remote work arrangements or expectations (e.g., work hours, work hour range, time zone).
- Vacancies folder
  - Vacancy Information folder
    - Vacancy query subject: a new query item was added to enable reporting on whether or not application total for a vacancy is displayed to applicants on their USAJOBS dashboard for closed announcements.
      - 'USAJOBS Application Total?': Flag indicating if the applicant total will appear on an applicant's USAJOBS dashboard for closed announcements. The applicant total is calculated based on the number of applicants clicking the Continue to Agency button on the USAJOBS site.

Reports

- **Applicant Touch Points Dashboard:** The Applicant Touch Points Dashboard was modified. This report provides metrics about the status of applicant touch point notifications as well as tabular data by vacancy and applicant. The dashboard was updated to utilize the recently released pre-built metrics for application notifications rather than manual calculations built within the report.
  - Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse > Application

- **Applicant Touch Points Report:** The Applicant Touch Points Report was modified. This report provides tabular data displaying the applicant touchpoint notification status by vacancy and applicant. The report was updated to utilize the recently released pre-built metrics for application notifications rather than manual calculations built within the report.
  - Team Content > USA Staffing Packages and Folders > Hiring Data Warehouse > Application

USA Staffing Data APIs

The USA Staffing Data API team continues to add to the APIs available to pull bulk data sets from USA Staffing. For detailed information about each API. Including data definitions, visit https://developer.usastaffing.gov.

- **Announcements API:** The Announcements API was updated to include Remote Job Clarification Text, which provides details about remote work arrangements or expectations (e.g., work hours, work hour range, time zone).

- **Applicant Flow Data APIs:** The Applicant Flow Data APIs were updated to include External IDs, which can be used by customers to join API data sets after retrieval.