



USA Staffing

USA Staffing Reporting & Analytics

Reporting and Analytics Workgroup Meeting

April 1, 2020

Created by the OPM Federal Staffing Center

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Agenda

- **Program Updates**
 - Cognos Performance Metrics
 - Foresee Survey
 - Business Intelligence (BI) Tool Evaluation Update
- **Time to Hire Reporting Guidelines Update**
- **Modifications to Reports and Data Models**
 - Reports
 - Data Models



Launch of the Hiring Data Warehouse

- Data Model
- Reports



- **Open Demo and Q&A**

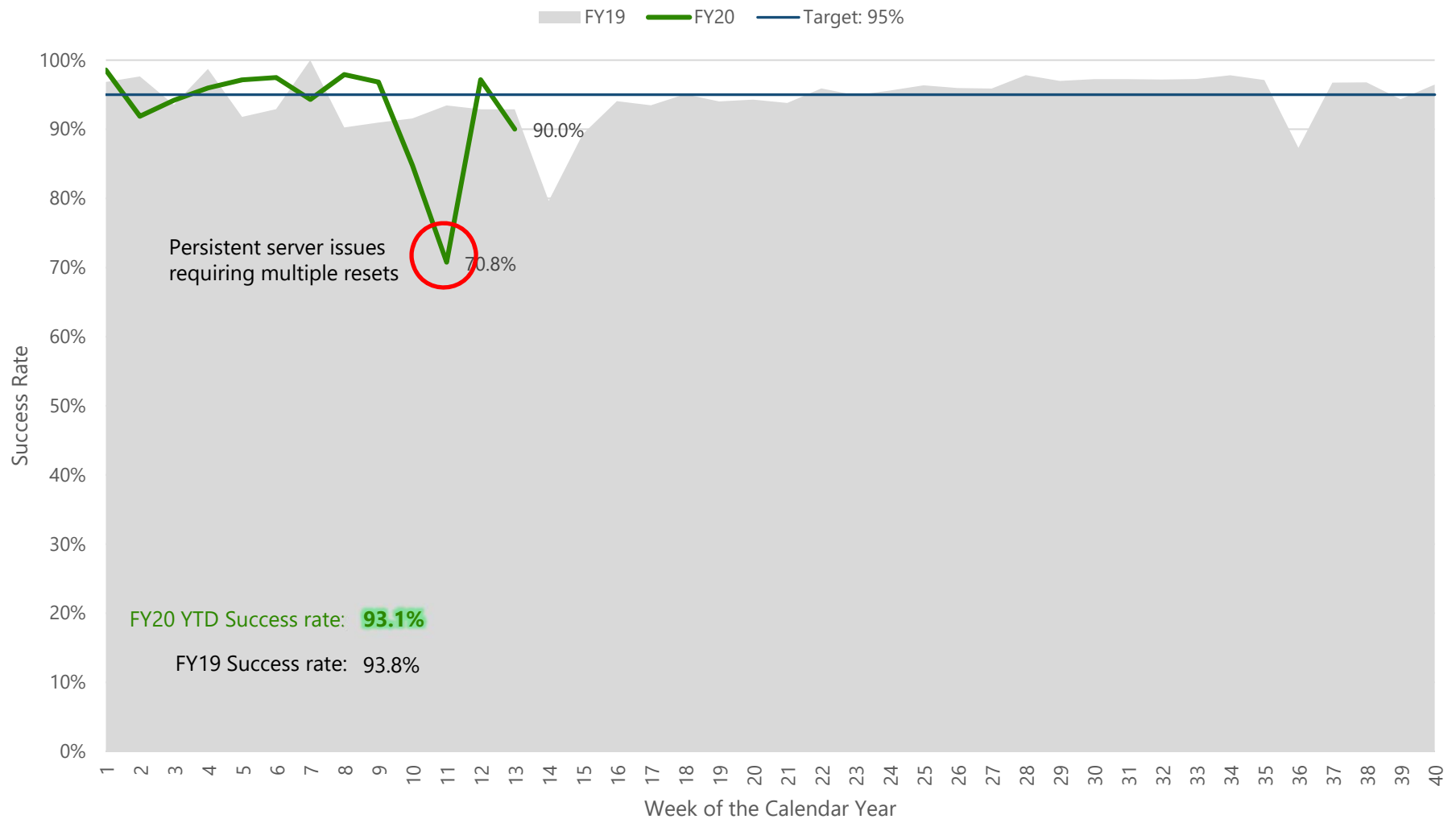


Cognos Performance Metrics



Report Run Success Rate

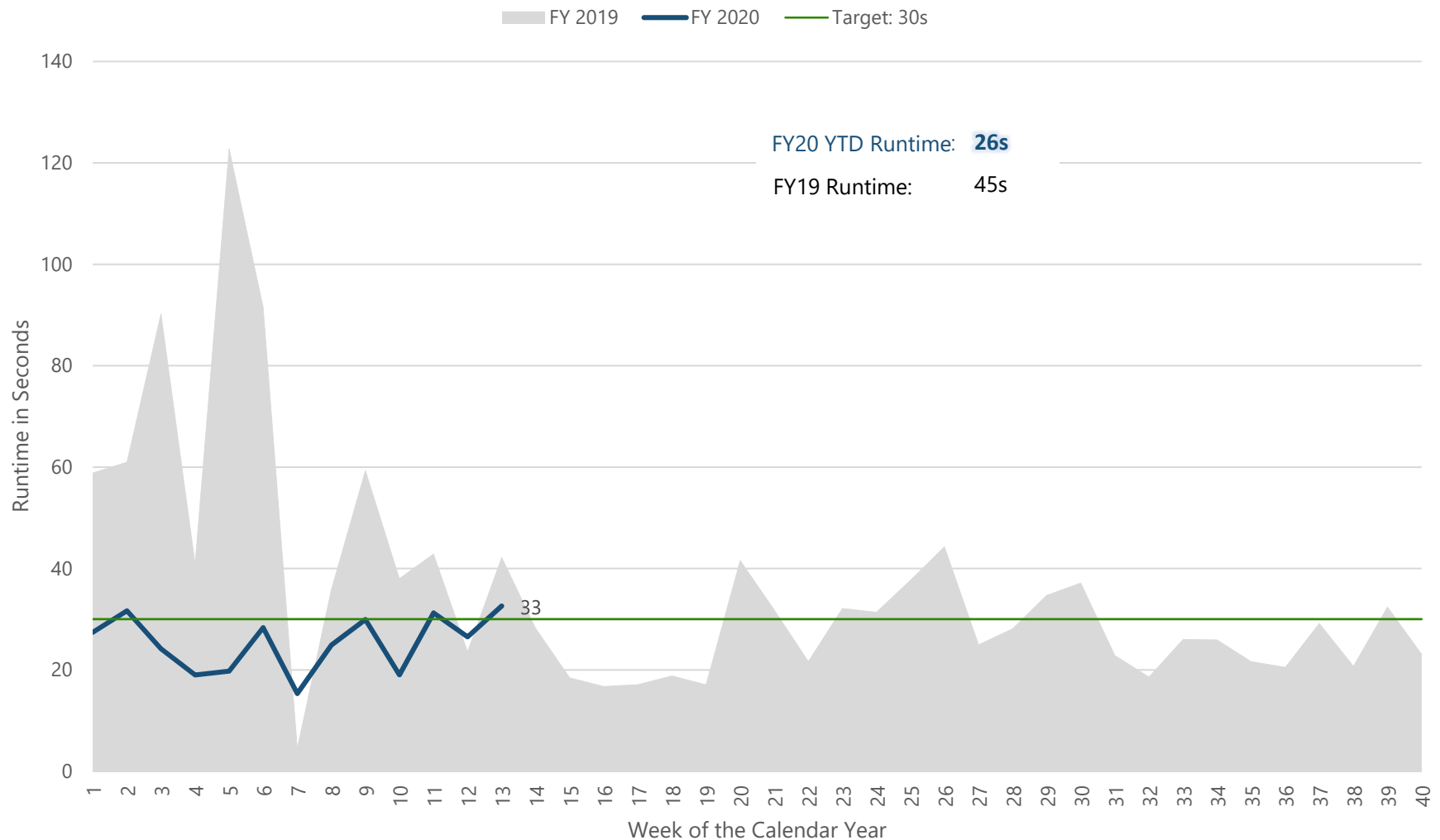
Goal: Cognos Report Success Rate $\geq 95\%$





Report Runtime

Goal: Cognos Report Runtime <1 min





Foresee Survey



A new **survey** is available in Cognos to **collect feedback** on your experience and **measure the effectiveness** of the interface.

What is your overall level of satisfaction with Cognos reporting today?



What types of reports did you use today? (Select all that apply)

<input type="checkbox"/> Standard reports
<input type="checkbox"/> Custom reports developed by the USA Staffing Program Office
<input type="checkbox"/> Custom reports developed by someone in my organization or office
<input type="checkbox"/> Custom reports that I developed

Additional comments?

<input type="radio"/> a. General Feedback
<input type="radio"/> b. Technical Issue
<input type="radio"/> c. Compliment
<input type="radio"/> d. Suggestion for Improvement

The data gathered from the **6 survey items** will be used to **influence future enhancements** as well as the **evaluation of alternative BI tools**.



BI Tool Evaluation Timeline

Oct-Nov

Market research

Initial demos by top BI tools with follow-up technical discussions to inform the development of formal requirements. Tools: PowerBI, Tableau, Qlik, MicroStrategy, Looker, SiSense, ThoughtSpot

Dec-Jan

Formalize Requirements

Finalize requirements for a formal request for proposals from the market

Jan-Mar

Request for Proposals

Receive responses to the RFP

Mar-May

Technical Evaluation

Install high-performing tools in our data infrastructure and conduct rigorous performance and functional testing

Early FY2021

Begin Transition

Work with agencies to begin moving reporting and DSS from Cognos to the new tool (Cognos running concurrently)

Late FY2021

Complete Transition

Complete the transition to a new tool and decommission Cognos



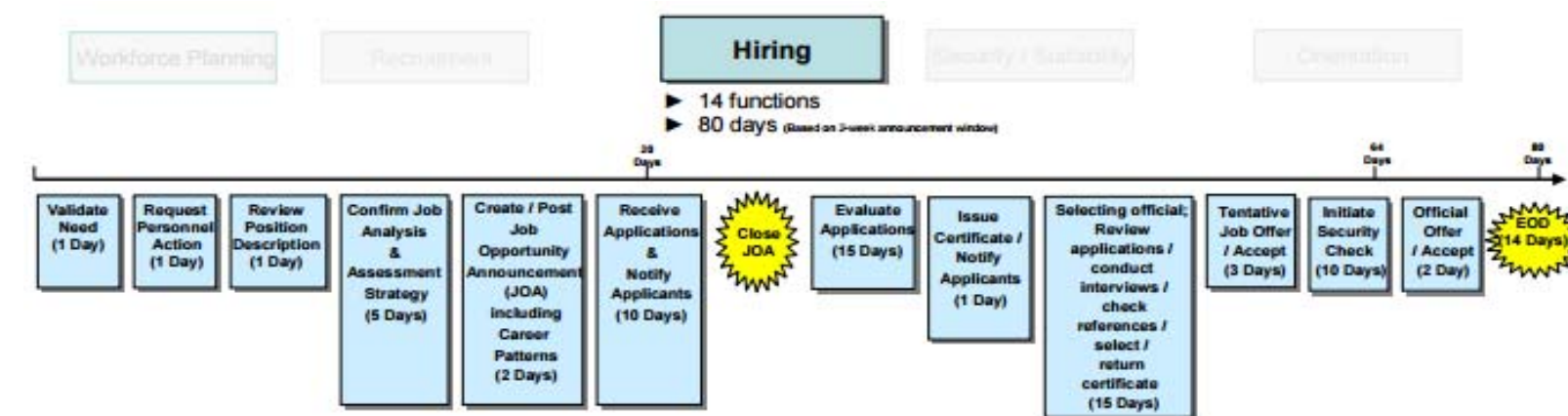
Time to Hire Reporting Guidelines Update



Hiring Process Roadmap

Previous Reporting Requirements

The USA Staffing Time to Hire reporting capability is based on the functions identified in the Hiring Process Roadmap (80-day model)



Overall Time to Hire

The number of days from when the manager validates the hiring need against agency workforce, staffing, or recruitment plans (**Hiring Need Validated Date**) to the date the new hire enters on duty (**New Hire Actual Start Date**)

Hiring Phases and Milestones

Agencies can monitor hiring phases and milestones through **workflows and tasks** to identify potential bottlenecks in the process



Hiring Process Roadmap

Updated Reporting Requirements

The USA Staffing Time to Hire reporting capability is based on the functions identified in the Hiring Process Roadmap (80-day model)

T2H counted for *all* hires, not just those where a JOA was posted



Overall Time to Hire

The number of days from when the manager validates the hiring need against agency workforce, staffing, or recruitment plans (**Hiring Need Validated Date**) to:

- 1) the date the tentative offer is accepted (**Tentative Offer Accepted Date**); AND
- 2) the date the new hire enters on duty (**New Hire Actual Start Date**)

Hiring Phases and Milestones

Agencies can monitor hiring phases and milestones through **workflows and tasks** to identify potential bottlenecks in the process



USA Staffing Time to Hire Reporting Capabilities

- ▼ Time to Hire
 - ▼ Presentation View
 - ▼ Time to Hire
 - ▶ Announcement Information
 - ▼ Metrics
 - ▼ Time to Hire Days
 - Announcement Close to Certificate Issued
 - Announcement Close to Hire
 - Announcement Open to Close
 - Background Investigation and Security Clearance
 - Certificate Audited to Tentative Offer Sent
 - Certificate Issued to Certificate Returned
 - Certificate Returned to Certificate Audited
 - Certificate Returned to Tentative Offer Sent
 - Hiring Need Validated to Request Approval
 - Hiring Need Validated to Tentative Offer Accepted
 - JOA Review Returned to Announcement Open
 - JOA Review Sent to JOA Review Returned
 - Official Offer Sent to Entry on Duty
 - Overall Days to Hire (Hiring Need Validated Date)
 - Overall Days to Hire (Request Approval Date)
 - Request Approval to Announcement Open
 - Request Approval to JOA Review Sent
 - Tentative Offer Sent to Official Offer Sent

The USA Staffing **Time to Hire data warehouse** contains standardized, pre-calculated metrics that are updated on a nightly basis.

The data model includes metrics for:

- 1) **Hiring Need Validated Date to Tentative Offer Accepted**; and
- 2) **Overall Days to Hire (Hiring Need Validated Date)***

The data model includes data for **New Vacancy** and **Additional Selection** request types.

*Overall Days to Hire (Hiring Need Validated Date) is the number of days between the Hiring Need Validated Date and New Hire Actual Start Date



USA Staffing Time to Hire Reporting Capabilities

Data for the **Onboard New Hire request type** will be added to the data model in the future to enable reporting on all hires using the **Time to Hire** data warehouse.

New Vac_Add'l Selection Onboard New Hire Data Definitions

Time to Hire Detail Report - Onboard New Hire Request Types

Staffing Organization Name	Staffing Office Name	Request Number	Request Type	Hiring Validation Date	Request Personnel Action Date	Request Approval Date	New Hire Name	New Hire Number	New Hire Creation Date	New Hire Veterans Preference Status	New Hire Staffing Customer	New Hire Pay Plan	New Hire Series	New Hire Grade	New Hire Position Title	Send Tentative Offer Date	Tentative Offer Accepted Date	Initiate Background Investigation Complete Date	Receive Background Investigation/Security Clearance Complete Date
Infinity Regression	Perry Staffing Office	20160921-2061020160921-2061020160921-20610	Onboard New Hire	11/05/2018	11/06/2018	11/07/2018	Test, MIMR	HKEF1-DOEG	11/07/2018	NV - No Preference	Jamaican Food	GS	0308	8	Test Job	11/07/2018	11/07/2018		
Infinity Regression	Perry Staffing Office	20181105-65009	Onboard New Hire	11/03/2018	11/04/2018	11/05/2018	Last, First	HS6E9-KZP8	11/05/2018	NV - No Preference	Jamaican Food	GS	0301	9	five five five	11/07/2018	11/07/2018		
OPM Program	Program Office	12345-01	Onboard New Hire	06/10/2019	06/11/2019	06/12/2019	Example, Bob	HU6LV-JKWU	06/12/2019		DoD-DFAS	GS	0201	7	Human Resources Specialist	06/19/2019	06/19/2019		
OPM Program	Program Office	20181004-68911	Onboard New Hire	10/02/2018	10/03/2018	10/04/2018	Slink, Jessica	HMEYB-7DOC	10/04/2018	NV - No Preference	USA Staffing Program Office-PMO	GS	0201	12	Human Resources Specialist	10/04/2018	10/04/2018		

Data from the **New Hire (End of Day)** data package can be used to calculate Overall Time to Hire (using both approaches) for the **Onboard New Hire** request type.



Modifications to Reports and Data Models

Sprint 33 deployed to Production on February 19th

Sprint 34 deployed to Production on March 4th

Sprint 35 deployed to Production on March 18th

Sprint 36 will be deployed to Production April 3rd



Reports

New/Modified Reports

Certificate Selections by Assessment Report – deployed February 19th

The report was created. The report displays counts of applications at various stages in the hiring process and counts of ratings on certificates.

Team Content > USA Staffing Packages and Folders > Staffing Reports > Staffing > Certificate

MCO Staffing Resource Chart – deployed March 4th

The report was created. The Mission Critical Occupation (MCO) Staffing Resource Chart report displays Time to Hire in the format required by OPM for annual reporting and includes: 1) total number of hires; 2) average number of calendar days per hire based on hiring need validation date to acceptance of the tentative offer; and 3) average number of calendar days per hire based on hiring validation date and actual entry on duty. This data is displayed for all hires, as well as broken down by organization, Government-wide MCOs, and occupational series. The report allows users to filter the report based on organization, new hire actual start date fiscal year, occupational series, and request type.

Team Content > USA Staffing Packages and Folders > Time to Hire



Reports

New/Modified Reports

Time to Hire Detail Report – deployed March 18th

The report was updated to include data on the Onboard New Hire request type. The report displays detail level data on the milestones of the hiring process and overall time to hire. The report now has a tab/page for New Vacancy and Additional Selection request types and a separate tab/page for the Onboard New Hire request type.

Team Content > USA Staffing Packages and Folders > Time to Hire



Staffing Administration

Data Model Changes

Position Information – deployed February 19th

A new query subject and associated query items was created to enable reporting on position information related to position descriptions.

- [Position Description Library].[Position Information].[Classification Standard]
- [Position Description Library].[Position Information].[Full Performance Level]
- [Position Description Library].[Position Information].[Position Is Interdisciplinary]
- [Position Description Library].[Position Information].[Position Organizational Title]
- [Position Description Library].[Position Information].[Position Supervisory Status]



Staffing Administration

Data Model Changes

Position Settings – deployed March 18th

A new query subject and associated query items was created to enable reporting on settings related to a position description.

- [Position Description Library].[Position Settings].[Acquisition Level]
- [Position Description Library].[Position Settings].[Bargaining Unit Code]
- [Position Description Library].[Position Settings].[Bargaining Unit Status]
- [Position Description Library].[Position Settings].[Competitive Level Code]
- [Position Description Library].[Position Settings].[Cyber Security Codes]
- [Position Description Library].[Position Settings].[Fair Labor Standards Act]
- [Position Description Library].[Position Settings].[Position Is Acquisition Position]
- [Position Description Library].[Position Settings].[Position Is Financial Statement Required]
- [Position Description Library].[Position Settings].[Position Is Firearm Required]
- [Position Description Library].[Position Settings].[Position Is Physical Ability/Medical Requirement]
- [Position Description Library].[Position Settings].[Position Is Testing Designated Position]
- [Position Description Library].[Position Settings].[Position Sensitivity and Risk]
- [Position Description Library].[Position Settings].[Position Service]
- [Position Description Library].[Position Settings].[Position Status]
- [Position Description Library].[Position Settings].[Position Status Explanation]
- [Position Description Library].[Position Settings].[Remarks]



Time to Hire

Data Model Changes

Announcement Hiring Paths – deployed February 19th

A new query subject and associated query items was created to enable reporting on the hiring paths associated with the announcement.

- [Time to Hire].[Announcement Hiring Paths].[Hiring Path]
- [Time to Hire].[Announcement Hiring Paths].[Hiring Path Description]

Announcement Locations – deployed February 19th

A new query subject and associated query items was created to enable reporting on the location(s) associated with the announcement.

- [Time to Hire].[Announcement Locations].[Announcement Location City]
- [Time to Hire].[Announcement Locations].[Announcement Location Code]
- [Time to Hire].[Announcement Locations].[Announcement Location Country]
- [Time to Hire].[Announcement Locations].[Announcement Location County]
- [Time to Hire].[Announcement Locations].[Announcement Location Description]
- [Time to Hire].[Announcement Locations].[Announcement Location State]
- [Time to Hire].[Announcement Locations].[Announcement Location State Abbreviation]



Time to Hire

Data Model Changes

Time to Hire Metrics Dates – will be deployed April 3rd

New data items were added to the Time to Hire Metrics Dates query subject to enable reporting on dates related to new hires and requests.

- [Time to Hire].[Time to Hire Metrics Dates].[New Hire Creation Date]
- [Time to Hire].[Time to Hire Metrics Dates].[New Hire Effective Date of Appointment]
- [Time to Hire].[Time to Hire Metrics Dates].[New Hire Projected Start Date]
- [Time to Hire].[Time to Hire Metrics Dates].[Request Personnel Action Date]

Time to Hire Milestone Dates – will be deployed April 3rd

New data items were added to the Time to Hire Milestone Dates query subject to enable reporting on dates related to requests.

- [Time to Hire].[Time to Hire Milestone Dates].[Request Personnel Action Calendar Month]
- [Time to Hire].[Time to Hire Milestone Dates].[Request Personnel Action Calendar Month Number]
- [Time to Hire].[Time to Hire Milestone Dates].[Request Personnel Action Calendar Week]
- [Time to Hire].[Time to Hire Milestone Dates].[Request Personnel Action Calendar Year]
- [Time to Hire].[Time to Hire Milestone Dates].[Request Personnel Action Date]
- [Time to Hire].[Time to Hire Milestone Dates].[Request Personnel Action Fiscal Month Number]
- [Time to Hire].[Time to Hire Milestone Dates].[Request Personnel Action Fiscal Quarter]
- [Time to Hire].[Time to Hire Milestone Dates].[Request Personnel Action Fiscal Year]



Time to Hire

Data Model Changes

New Hire – will be deployed April 3rd

A new query subject and associated query items were added to enable reporting on details related to new hires.

- [Time to Hire].[New Hire].[New Hire Application Number]
- [Time to Hire].[New Hire].[New Hire Certificate Number]
- [Time to Hire].[New Hire].[New Hire Customer Name]
- [Time to Hire].[New Hire].[New Hire Grade]
- [Time to Hire].[New Hire].[New Hire Name]
- [Time to Hire].[New Hire].[New Hire Number]
- [Time to Hire].[New Hire].[New Hire Pay Plan]
- [Time to Hire].[New Hire].[New Hire Series]
- [Time to Hire].[New Hire].[New Hire Status]
- [Time to Hire].[New Hire].[New Hire Veterans Preference Status]



Time to Hire

Data Model Changes

Request – will be deployed April 3rd

New query items were added to the Request query subject to enable reporting on request approver and request status.

- [Time to Hire].[Request].[Request Approver Name]
- [Time to Hire].[Request].[Request Status]

Request Workflow – deployed February 19th

A new query subject and associated query items was created to enable reporting on the workflow(s) used in the request to create the vacancy/vacancies.

- [Time to Hire].[Workflow].[Time to Hire Goal]
- [Time to Hire].[Workflow].[Workflow ID]
- [Time to Hire].[Workflow].[Workflow Name]



Launch of the Hiring Data Warehouse



Hiring Data Warehouse

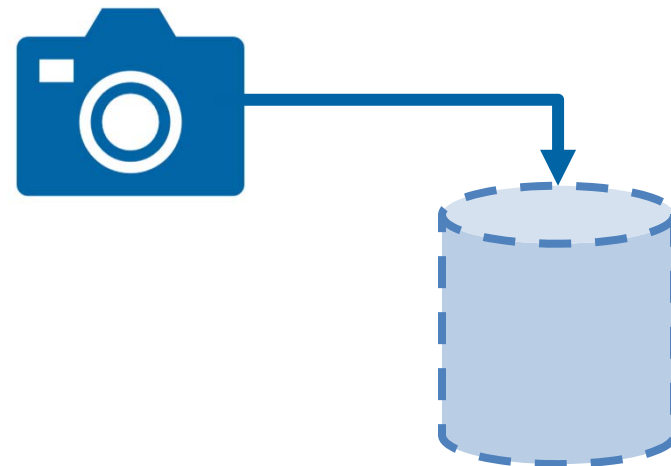
The new data warehouse for USA Staffing data. At maturity, it will contain the same data available through Staffing Reports, however the data will be structured differently and tables loaded at regular intervals.

Data Structure

- Single namespace for all data
- Query subjects organized into folders and sub-folders by topic area (e.g., Announcements, Applicants, Certificates, Vacancies)
- Data optimized for improved performance

Table Loading

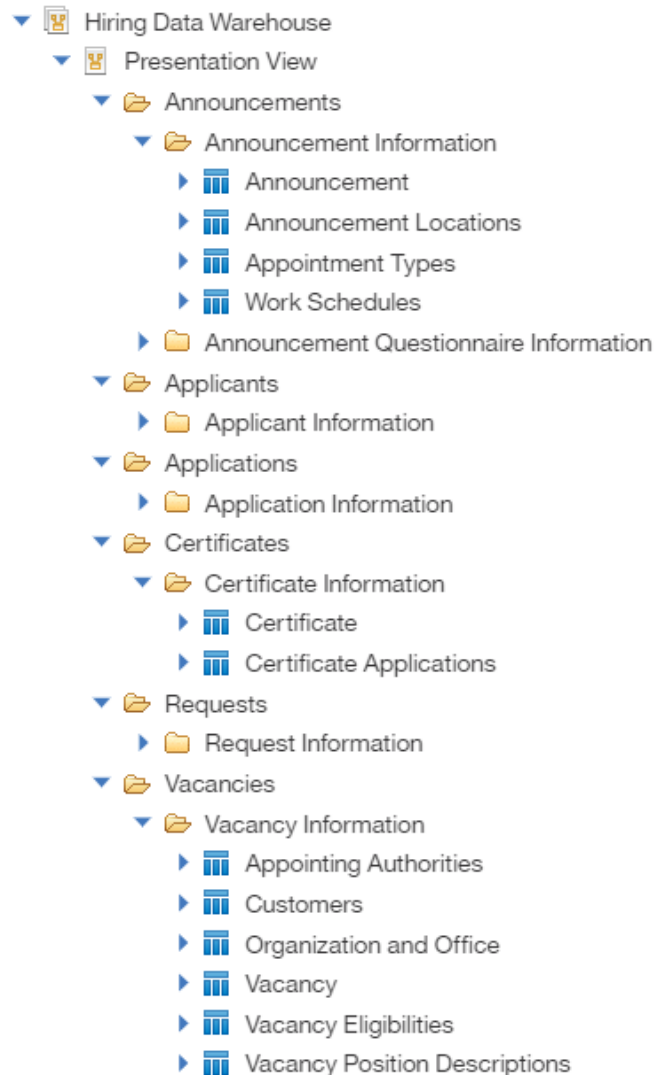
- Rolling Snapshot process to load tables





Hiring Data Warehouse

Data Structure

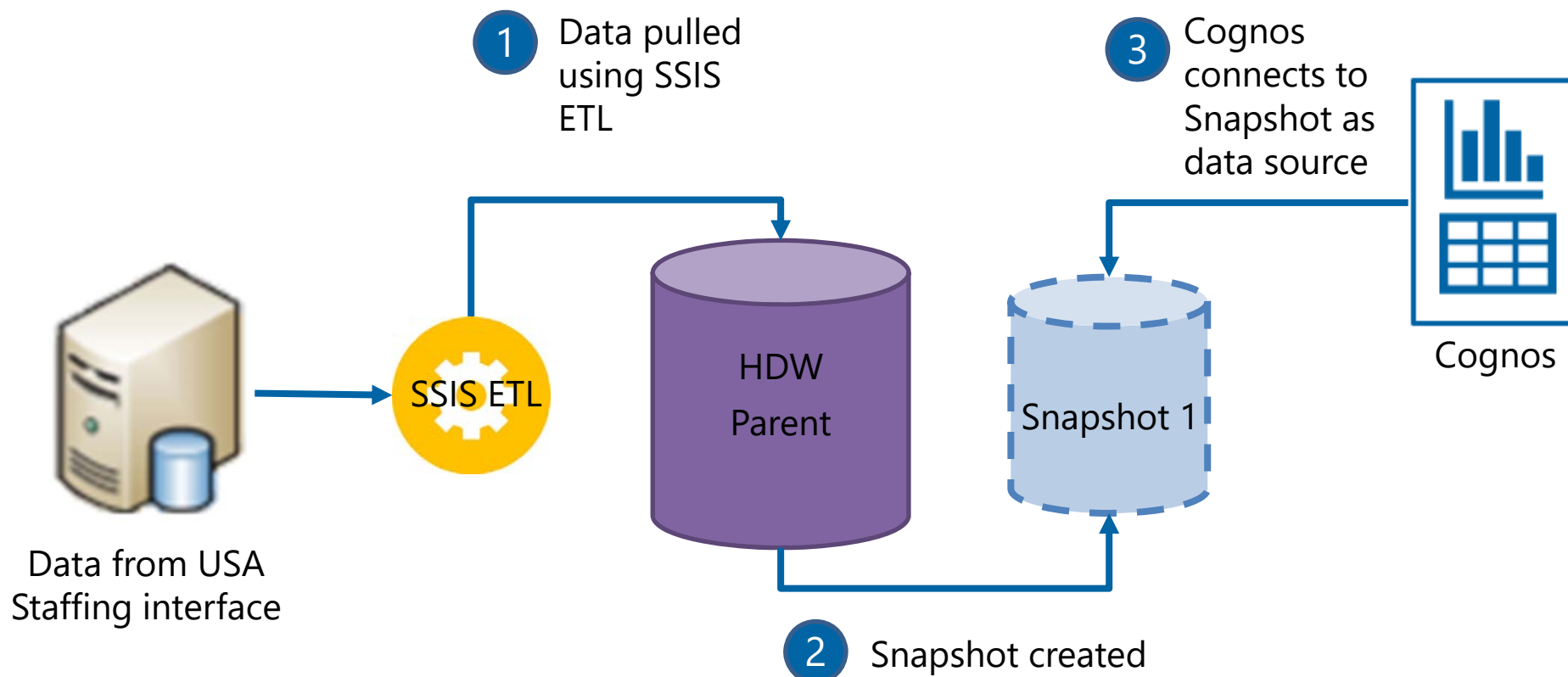


- A single namespace eliminates the need to use a join to combine data from multiple places into a single query
- The first iteration of development will provide data across all major topic areas
- Future iterations will provide more robust data in each topic area
 - Priorities for development are based on usage in reporting and customer input gathered from a JAD session



Hiring Data Warehouse

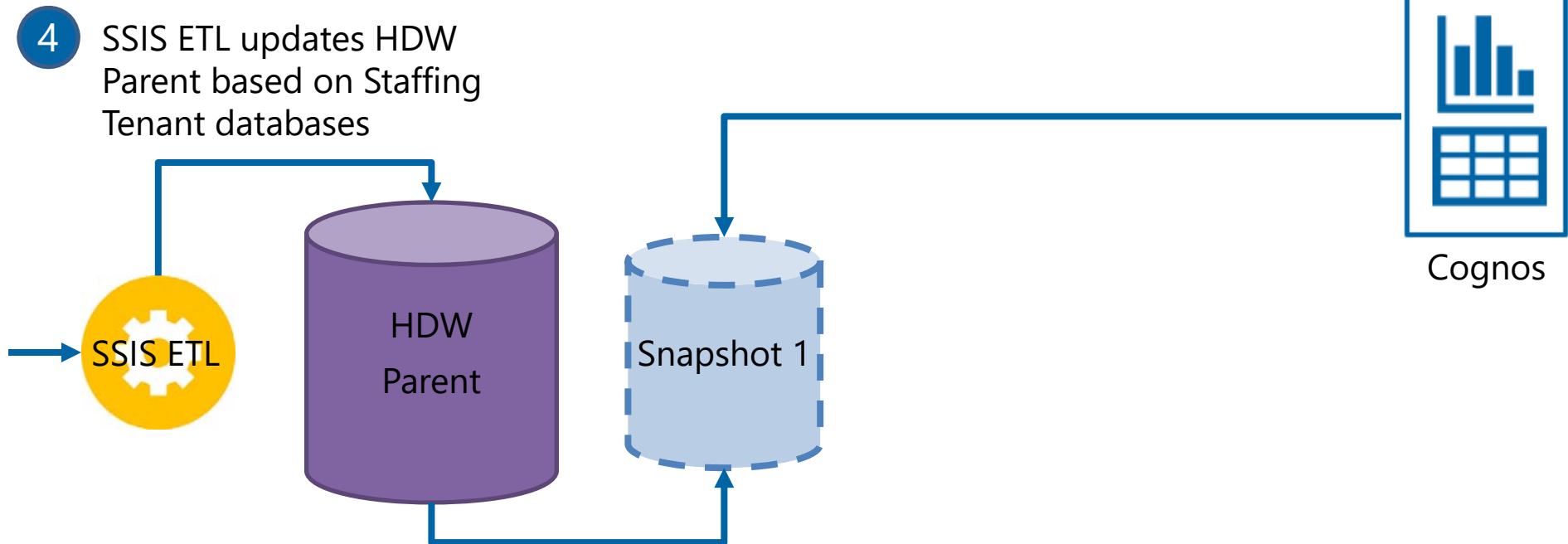
Table Loading – Rolling Snapshots





Hiring Data Warehouse

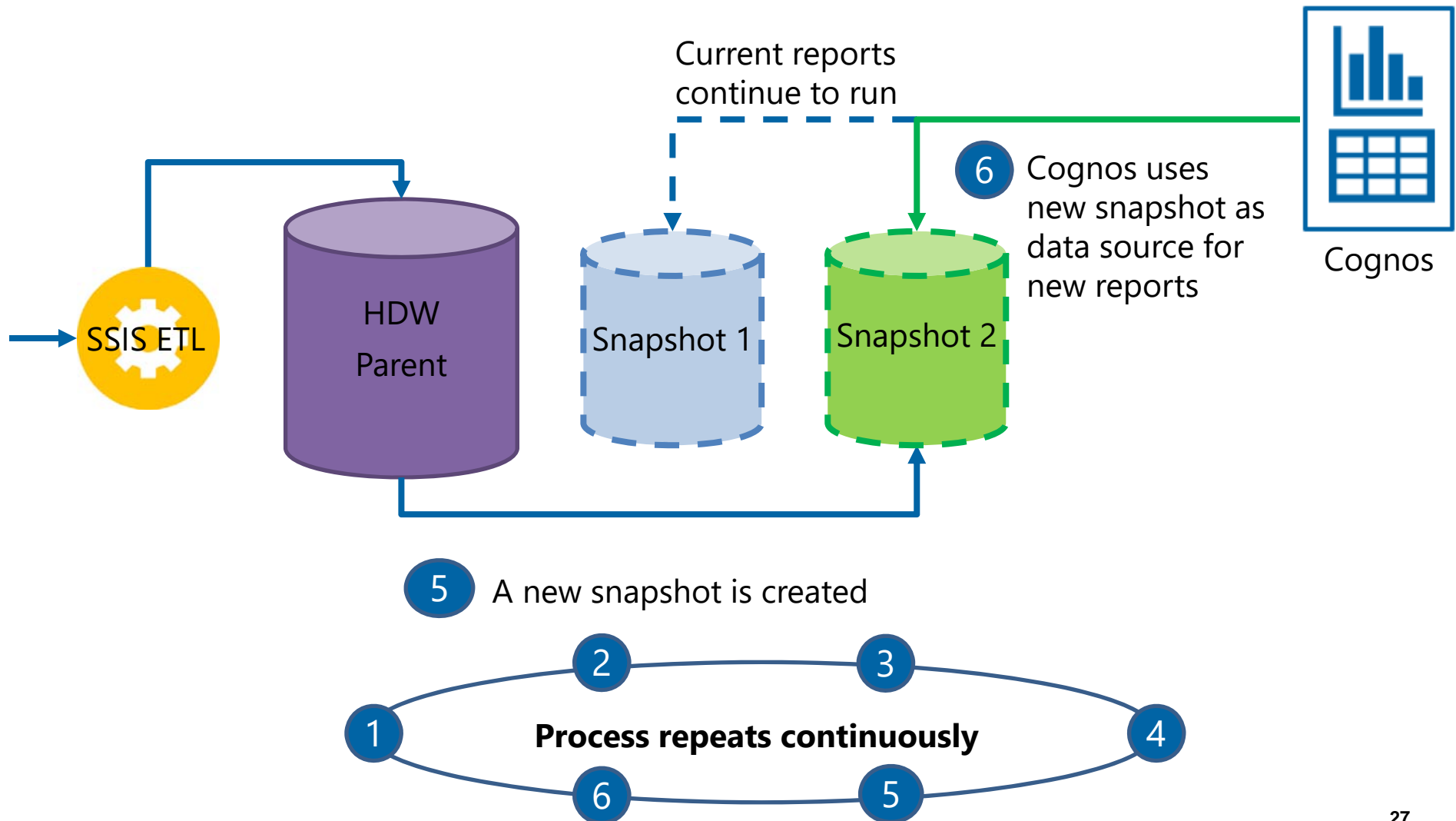
Table Loading – Rolling Snapshots





Hiring Data Warehouse

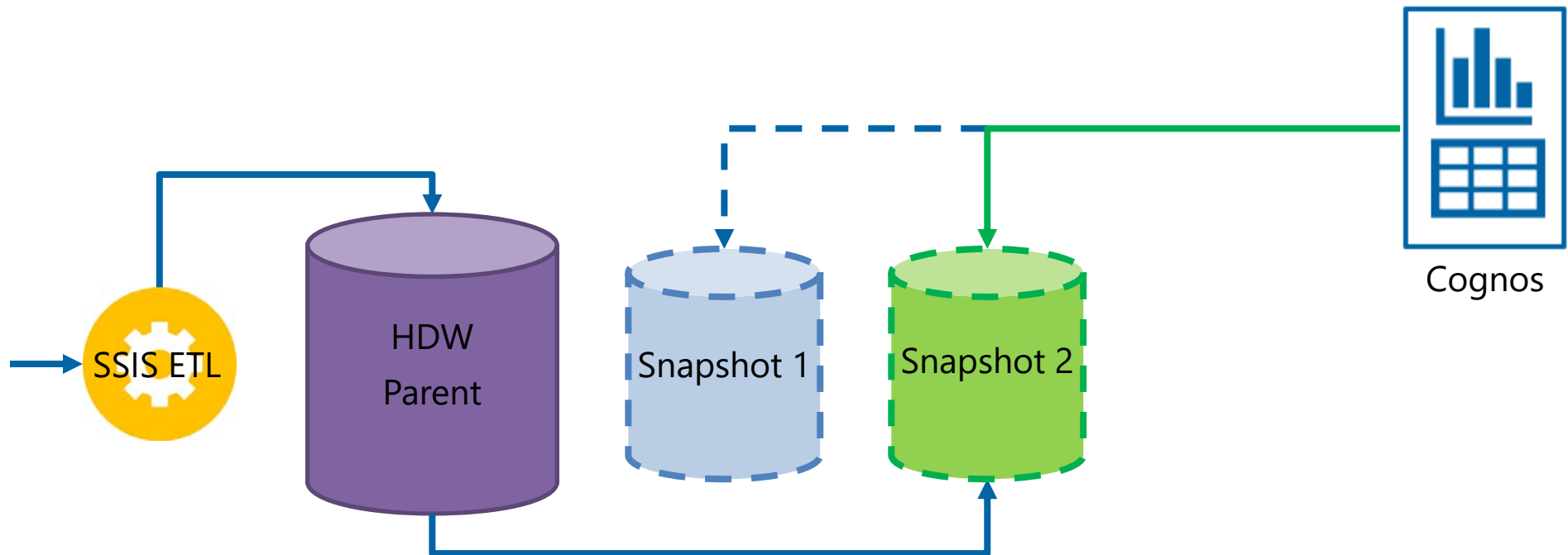
Table Loading – Rolling Snapshots





Hiring Data Warehouse

Table Loading – Rolling Snapshots



- A new snapshot is created when the SSIS ETL completes loading the HDW Parent
- A snapshot is a read only, static copy of the HDW Parent
- An individual Cognos report uses the newest snapshot that exists at the time the user clicks "Run"
- Once all reports using an older snapshot have completed, the snapshot is removed



Hiring Data Warehouse

Data Model Overview

Announcement Information

Data to enable reporting on the attributes of announcements.

- Announcement query subject
 - Announcement Close Date
 - Announcement Last Modified Date/Time
 - Announcement Number
 - Announcement Open Date
 - Announcement Released Date/Time
 - Announcement Released?
 - Announcement Status
 - Announcement Template
 - Application Limit
 - Application Limit Set?
 - External Contact Email
 - External Contact ID
 - External Contact Name
 - Internal Contact Email
 - Internal Contact ID
 - Internal Contact Name
 - Linked USAJOBS Control Number
 - Maximum Salary
 - Minimum Salary
 - Not to Exceed
 - Salary Type
 - Total Openings
 - USAJOBS Control Number
 - Who May Apply
 - Who May Apply Override Text



Hiring Data Warehouse

Data Model Overview

Announcement Information

Data to enable reporting on the attributes of announcements.

- Announcement Locations query subject
 - Announcement Location City
 - Announcement Location Country
 - Announcement Location County
 - Announcement Location Description
 - Announcement Location Duty Station Code
 - Announcement Location State
 - Announcement Location State Abbreviation
- Appointment Types query subject
 - Appointment Type
- Work Schedules query subject
 - Work Schedule



Hiring Data Warehouse

Data Model Overview

Announcement Questionnaire Information

Data to enable reporting on the attributes of announcement questionnaires.

- Announcement Items query subject
 - Announcement Item Header
 - Announcement Item ID
 - Announcement Item Required?
 - Announcement Item Response Type
 - Announcement Item Text
 - Announcement Item Used for Screen-Out?
 - Section Title
- Appointment Response Options query subject
 - Announcement Response Option
 - Announcement Response Text



Hiring Data Warehouse

Data Model Overview

Applicant Information

Data to enable reporting on the attributes of applicants.

- Applicant query subject
 - Applicant Address City
 - Applicant Address County
 - Applicant Address Line 1
 - Applicant Address Line 2
 - Applicant Address Line 3
 - Applicant Address State
 - Applicant Address State Abbreviation
 - Applicant Address Zip Code
 - Applicant Citizenship
 - Applicant Email Address
 - Applicant First Name
 - Applicant ID
 - Applicant Last Name
 - Applicant Middle Name
 - Applicant Name
 - Applicant Suffix
 - USAJOBS Profile ID



Hiring Data Warehouse

Data Model Overview

Applicant Information

Data to enable reporting on the attributes of applicants.

- Applicant Phone Numbers query subject
 - Applicant Phone Number
 - Applicant Phone Type



Hiring Data Warehouse

Data Model Overview

Applications Information

Data to enable reporting on the attributes of applications.

- Application query subject
 - Application Eligibility End Date
 - Application Eligibility Start Date
 - Application Expired?
 - Application External Assessment End Date
 - Application External Assessment Start Date
 - Application Last Modified Date/Time
 - Application Number
 - Application Status
 - Conflict Resolved?
 - Conflict?
 - Lowest Acceptable Grade
 - Marked for Follow-Up?
 - Record Status Code
 - Record Status Code Description
 - USA Hire Completion Date/Time
 - Veterans Document Submission Date
 - Veterans Preference Adjudicated
 - Veterans Preference Adjudicated Description
 - Veterans Preference Claimed
 - Veterans Preference Claimed Description



Hiring Data Warehouse

Data Model Overview

Applications Information

Data to enable reporting on the attributes of applications.

- Application Locations query subject
 - Application Location City
 - Application Location Country
 - Application Location County
 - Application Location Description
 - Application Location Duty Station Code
 - Application Location State
 - Application Location State Abbreviation



Hiring Data Warehouse

Data Model Overview

Certificate Information

Data to enable reporting on the attributes of certificates and referred applications.

- Certificate query subject
 - Certificate Amended?
 - Certificate Applicant List Name
 - Certificate Audited By
 - Certificate Audited?
 - Certificate Cancelled?
 - Certificate CTAP/ICTAP Well Qualified Score
 - Certificate Final Audit Complete Date
 - Certificate Initial Audit Complete Date
 - Certificate Issue Date/Time
 - Certificate Issuer
 - Certificate Last Modified Date/Time
 - Certificate Number
 - Certificate Order
 - Certificate Priority Order
 - Certificate Rank By
 - Certificate Refer Method
 - Certificate Refer Method Number
 - Certificate Signed Date/Time
 - Certificate Status
 - Certificate Tie Breaker
 - Certificate Type



Hiring Data Warehouse

Data Model Overview

Certificate Information

Data to enable reporting on the attributes of certificates and referred applications.

- Certificate Applications query subject
 - Certificate Application Added Date/Time
 - Certificate Application Added?
 - Certificate Application Audit Code
 - Certificate Application Audit Date/Time
 - Certificate Application Certified Date/Time
 - Certificate Application Eligibility End Date
 - Certificate Application Eligibility Start Date
 - Certificate Application Expired?
 - Certificate Application First Name
 - Certificate Application Hired City
 - Certificate Application Hired Country
 - Certificate Application Hired County
 - Certificate Application Hired Location
- Description
 - Certificate Application Hired PD Number
 - Certificate Application Hired Position Title
 - Certificate Application Hired Series
 - Certificate Application Hired Series Title
 - Certificate Application Last Modified Date/Time
 - Certificate Application Last Name
 - Certificate Application Last Submitted Date/Time
 - Certificate Application Marked as Favorite?
 - Certificate Application Marked for Follow-Up?
 - Certificate Application Middle Name



Hiring Data Warehouse

Data Model Overview

Certificate Information

Data to enable reporting on the attributes of certificates and referred applications.

- Certificate Applications query subject (continued)
 - Certificate Application Number
 - Certificate Application Priority Description
 - Certificate Application Rank Order
 - Certificate Application Rating
 - Certificate Application Record Status Code
 - Certificate Application Record Status Code Description
 - Certificate Application Reordered?
 - Certificate Application Return Status
 - Certificate Application Start Date/Time
 - Certificate Application Suffix
 - Certificate Application USA Hire Completed Date/Time
 - Certificate Application Veterans Preference Code
 - Certificate Application Veterans Preference Description



Hiring Data Warehouse

Data Model Overview

Request Information

Data to enable reporting on the attributes of requests.

- Request query subject
 - Approval Date/Time
 - Approver Email
 - Approver Name
 - Approver Phone Number
 - Hiring Validation Date
 - Personnel Action Date
 - Request Bargaining Unit Position?
 - Request Cancellation Date
 - Request Cancellation Reason
 - Request Creation Date/Time
 - Request Customer Address City
 - Request Customer Address Country
 - Request Customer Address Line 1
 - Request Customer Address Line 2
 - Request Customer Address Line 3
 - Request Customer Address State
 - Request Customer Address State
- Abbreviation
 - Request Customer Address Zip Code
 - Request Customer Agency Code
 - Request Customer Agency Name
 - Request Customer External Name
 - Request Customer Name
 - Request Customer Phone Number
 - Request Drug Testing Required?
 - Request Financial Disclosure Required?
 - Request Hiring Organization Name
 - Request Last Modified Date/Time
 - Request Number
 - Request Relocation Authorized?
 - Request Security Clearance Required
 - Request Source
 - Request Staffing Organization Code
 - Request Staffing Organization Name



Hiring Data Warehouse

Data Model Overview

Request Information

Data to enable reporting on the attributes of requests.

- Request query subject
 - Request Staffing Tenant Code
 - Request Staffing Tenant Name
 - Request Status
 - Request Submission Date/Time
 - Request Supervisory Position?
 - Request Telework Eligible?
 - Request Travel Required
 - Request Type
 - Requester Email
 - Requester Name
 - Requester Phone Number



Hiring Data Warehouse

Data Model Overview

Request Information

Data to enable reporting on the attributes of requests.

- Request Locations query subject
 - Request Location City
 - Request Location Country
 - Request Location County
 - Request Location Description
 - Request Location Duty Station Code
 - Request Location State
 - Request Location State Abbreviation



Hiring Data Warehouse

Data Model Overview

Vacancy Information

Data to enable reporting on the attributes of vacancies.

- Appointing Authorities query subject
 - Appointing Authority
 - Appointing Authority Tag Level
- Customers query subject
 - Vacancy Customer Address City
 - Vacancy Customer Address Country
 - Vacancy Customer Address Line 1
 - Vacancy Customer Address Line 2
 - Vacancy Customer Address Line 3
 - Vacancy Customer Address State
 - Vacancy Customer Address State Abbreviation
 - Vacancy Customer Address Zip Code
 - Vacancy Customer Agency Code
 - Vacancy Customer Agency Name
 - Vacancy Customer External Name
 - Vacancy Customer Fax Number
 - Vacancy Customer Name
 - Vacancy Customer Phone Number



Hiring Data Warehouse

Data Model Overview

Vacancy Information

Data to enable reporting on the attributes of vacancies.

- Organization and Office query subject
 - Hiring Organization Name
 - Staffing Office Address City
 - Staffing Office Address Country
 - Staffing Office Address Country Abbreviation
 - Staffing Office Address Line 1
 - Staffing Office Address Line 2
 - Staffing Office Address Line 3
 - Staffing Office Address State
 - Staffing Office Address State Abbreviation
 - Staffing Office Address Zip Code
 - Staffing Office Code
 - Staffing Office External Name
 - Staffing Office Fax Number
 - Staffing Office Name
 - Staffing Office Phone Number
 - Staffing Organization Code
 - Staffing Organization Name



Hiring Data Warehouse

Data Model Overview

Vacancy Information

Data to enable reporting on the attributes of vacancies.

- Vacancy query subject
 - ACWA Position?
 - Age Information Collected?
 - All Items Required?
 - Applicant Response Update Restricted?
 - Apply Online Enabled?
 - Citizenship Screening Applied?
 - Internal Merit Promotion?
 - Maximum Age
 - Maximum Age Set?
 - Minimum Age
 - Minimum Age Set?
 - Period of Eligibility
 - Public?
 - RNO Data Collected?
 - Status?
 - Under Litigation?
 - Vacancy Announcement Types
 - Vacancy Bargaining Unit Position?
 - Vacancy Creation Date
 - Vacancy Drug Testing Required?
 - Vacancy Expiration Date/Time
 - Vacancy Financial Disclosure Required?
 - Vacancy Interdisciplinary?
 - Vacancy Job Title
 - Vacancy Last Modified Date/Time
 - Vacancy Number
 - Vacancy Relocation Authorized?
 - Vacancy Security Clearance Required
 - Vacancy Status
 - Vacancy Supervisory Position?
 - Vacancy Telework Eligible?
 - Vacancy Travel Required
 - Vacancy Type



Hiring Data Warehouse

Data Model Overview

Vacancy Information

Data to enable reporting on the attributes of vacancies.

- Vacancy Eligibilities query subject
 - Vacancy Eligibility
 - Vacancy Eligibility Label
 - Vacancy Eligibility Type
- Vacancy Position Descriptions
 - Vacancy Grade
 - Vacancy Is Interdisciplinary?
 - Vacancy Pay Plan
 - Vacancy Pay Plan Description
 - Vacancy Position Description Number
 - Vacancy Position Description Title
 - Vacancy Series
 - Vacancy Series Title
 - Vacancy Specialty



Hiring Data Warehouse

Data Model – Coming Next

Announcement Information

- Application Announcement Questionnaire Items and Responses

Application Information

- Application Eligibilities
- Application Ratings

Assessment Information

- Assessment Items and Responses
- Application Assessment Items and Responses

Review Information

- Reviews, Review Assignments, and Reviewers

New Hire Information

- New Hires
- New Hire Forms and Form Transmissions
- New Hire Documents and Document Transmissions



Hiring Data Warehouse

Data Model – Coming Next

Metrics

- Application Metrics
 - Total Applied
 - Total Qualified
 - Total Referred
 - Total Selected
 - Total Hired
 - Total Entered on Duty
- Vacancy Metrics (examples)
 - Total Applications
 - Total Eligible Applications
 - Total Eligible Veteran Applications
 - Total Referred Applications
 - Total Pending Applications
- Certificate Workload Metrics (examples)
 - Audited Certificates
 - Audited Certificates with Veterans
 - Audited Certificates without Veterans
- Certificate Metrics (examples)
 - Certificate Total Referred
 - Certificate Total Referred Veterans
 - Certificate Total Selected
 - Certificate Total Selected Veterans
 - Certificate Total Hired
 - Certificate Total Hired Veterans



Hiring Data Warehouse

Reports

Announcement Status Dashboard

Dashboard and tabular data showing the status of announcements to support HR user workload management.

[Dashboard](#) [All](#) [Vacancies Pending Announcements](#) [Open](#) [Open - Pending Release](#) [Closing in the Next 5 Days](#) [Closed within the Last 5 Days](#) [Closed - Pending Certificates](#) [Data Definitions](#)

Announcement Status Dashboard

Vacancies Pending Announcements

73

Open Announcements

85

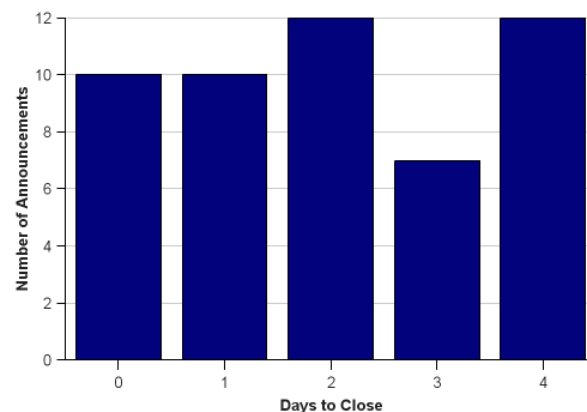
Open Announcements Pending Release

23

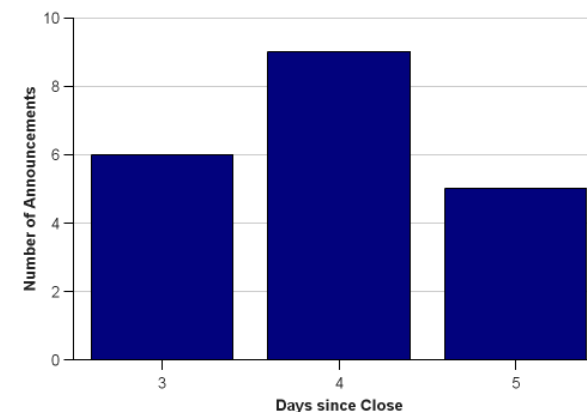
Closed Announcements Pending
Certificates

142

Announcements Closing in the Next 5 Days



Announcements Closed within the Last 5 Days





Announcement Status Report

Tabular data showing the status of announcements to support HR user workload management.

All Vacancies Pending Announcements Open Open - Pending Release Closing in the Next 5 Days Closed within the Last 5 Days Closed - Pending Certificates Data Definitions

Announcement Status Report

Organizations:

ASMG DHS Tenant Management, ASMG DOC Tenant Management, ASMG DOD Tenant Management, ASMG DOI Tenant Management, ASMG DOJ Tenant Management, ASMG GOV Tenant Management, ASMG HHS Tenant Management, ASMG OPM Tenant Management, ASMG SSA Tenant Management, ASMG USDA Tenant Management, ASMG VA Tenant Management

Offices:

ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office,
ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access
Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports
Access Office, ASMG Reports Access Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office,
OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office.

Customers:

All parameter options

Internal Contacts:

All parameter options

Announcement Status:

Closed

Staffing Organization Name	Staffing Office Name	Vacancy Customer Name	Announcement Number	Announcement Status	Announcement Released?	Vacancy Number	Vacancy Job Title	Vacancy Announcement Types	Announcement Open Date	Announcement Close Date	Internal Contact Name	Internal Contact Email	External Contact Name	External Contact Email
ASMG OPM Tenant Management	ASMG ACWA Access Office	Test Customer 1	SMG-ACWA-0201-TEST	Closed	Yes	10182938	ACWA Testing	DE	04/06/2018	04/11/2018	Vega, Erika	erika.vega@opm.gov	Vega, Erika	erika.vega@opm.gov
ASMG VA Tenant Management	ASMG ACWA Access Office	ACWA Testing Customer	Test - DO NOT APPLY -165103	Closed	No	10165103	TEST POSITION (Do Not Apply)	IMP	03/15/2018	03/15/2018	Vega, Erika	Erika.Vega@opm.gov	Manager, USA Staffing Test	usastestmanager@opm.gov

The Announcement Status Report is identical to the Announcement Status Dashboard, with the exception of the Dashboard tab/page.



Hiring Data Warehouse

Reports

Applicant Dashboard

Dashboard and tabular data showing total applicants by eligibility and veterans preference for one or more vacancies.

[Dashboard](#) [Applicant List](#) [Applicant Summary](#) [Data Definitions](#)

Applicant Dashboard

Total Applications

42

Total Eligible

42

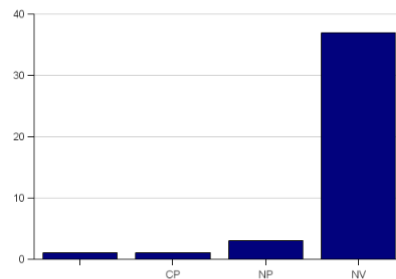
Total Referred

2

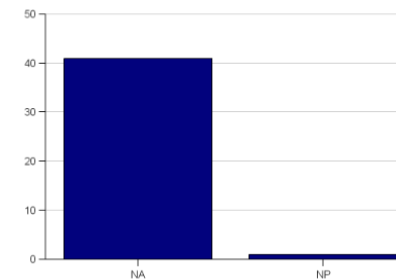
Total Hired

1

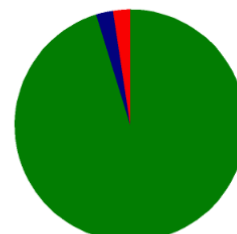
Applications by Claimed Veterans Preference



Applications by Adjudicated Veterans Preference



Applications by Record Status Code



Total Applications
Record Status Code
■ AA ■ AC ■ HH

The Applicant Dashboard includes tabular data from the Applicant List Report and the Vacancy Overview Report.



Hiring Data Warehouse

Reports

Applicant List Report

Tabular report displaying a list of all applicants associated with one or more vacancies.

[Applicant List](#) [Data Definitions](#)

Applicant List Report

Organizations:

ASMG DHS Tenant Management, ASMG DOC Tenant Management, ASMG DOD Tenant Management, ASMG DOI Tenant Management, ASMG DOJ Tenant Management, ASMG GOV Tenant Management, ASMG HHS Tenant Management, ASMG OPM Tenant Management, ASMG SSA Tenant Management, ASMG USDA Tenant Management, ASMG VA Tenant Management

Offices:[illegible]

Customers:

All parameter options

Vacancy Numbers:

All parameter options

Announcement Open Date Range: All parameter options

⚙️ All parameter options

Series:

All parameter options

Grades:

All parameter options

Staffing Organization Name	Staffing Office Name	Vacancy Customer Name	Vacancy Number	Vacancy Job Title	Announcement Number	Vacancy Announcement Types	Application Number	Application Status	Applicant Last Name	Applicant First Name	Applicant Middle Name	Applicant Email Address	Record Status Code	Lowest Acceptable Grade	Veterans Preference Claimed	Veterans Preference Adjudicated
ASMG DOD Tenant Management	OPM USA Hire Office	OPM Customer for Testing	10425507	For Testing Docs	TEST - DO NOT APPLY	IMP	AFFYU-C1GN	Received	Hurst	Corey	Dennis	corey.d.hurst@gmail.com	AA	3	NP	NA
ASMG OPM Tenant Management	ASMG ACWA Access Office	Test Customer 1	10182931	ACWA Testing		DE										NA
ASMG OPM Tenant Management	ASMG ACWA Access Office	Test Customer 1	10182936	ACWA Testing	SMG-ACWA-0193-TEST	DE	ACHMK-IP59	Canceled	Dover	Eileen		ohgary13+eileen@gmail.com	AA	5	NV	NA
ASMG OPM Tenant Management	ASMG ACWA Access	Test Customer 1	10182936	ACWA Testing	SMG-ACWA-0193-TEST	DE	A3C65-NSUG	Canceled	Ford	Iona		ohgary13+iona@gmail.com	AA	5	NV	NA



Hiring Data Warehouse

Reports

Application History Report

Tabular report displaying the vacancies to which an individual has applied.

Application History

Data Definitions

Application History Report

Organizations:

ASMG DHS Tenant Management, ASMG DOC Tenant Management, ASMG DOD Tenant Management, ASMG DOI Tenant Management, ASMG DOJ Tenant Management, ASMG GOV Tenant Management, ASMG HHS Tenant Management, ASMG OPM Tenant Management, ASMG SSA Tenant Management, ASMG TEST Tenant Management, ASMG USDA Tenant Management, ASMG VA Tenant Management

Applicant Email:

All parameter options

Offices:

ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA
Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access
Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG
ACWA Access Office, ASMG ACWA Access Office, ASMG Reports Access Office, ASMG Reports
Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access
Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office,
ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office, OPM
USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire
Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office,
OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office

Series:

All parameter options

Application Last Modified Date Range:

Between Jan 1, 2016 12:00 AM and Mar 23, 2020 11:59 PM

Grades:

All parameter options

Applicant Last Name:

Applicant

Applicant ID	Applicant Last Name	Applicant First Name	Applicant Middle Name	Applicant Email Address	Applicant Phone Number	Staffing Organization Name	Staffing Office Name	Vacancy Number	Announcement Number	Vacancy Series	Vacancy Grade	Vacancy Job Title	Vacancy Announcement Types	Announcement Open Date	Announcement Close Date	Announcement Status
69830	Applicant	Added		sharyn.horowitz@opm.gov	1	ASMG OPM Tenant Management	ASMG ACWA Access Office	10254255	ClarenceHicksHOTFIX07052018	3711	5	PD 1234	DE	07/05/2018	07/24/2018	Closed



Hiring Data Warehouse

Reports

Certificate Activity Dashboard

Visualizations and tabular data summarizing the number of certificates issued, certificates audited, and selections made. The data is provided by vacancy, year, month, organization, and office.

[Dashboard](#) [By Vacancy](#) [By Month](#) [By Organization and Office](#) [Data Definitions](#)

Certificate Activity Dashboard

Vacancies

72

Certificates Issued

95

Certificates Audited

32

Selections

84

Certificates per Vacancy

1.32

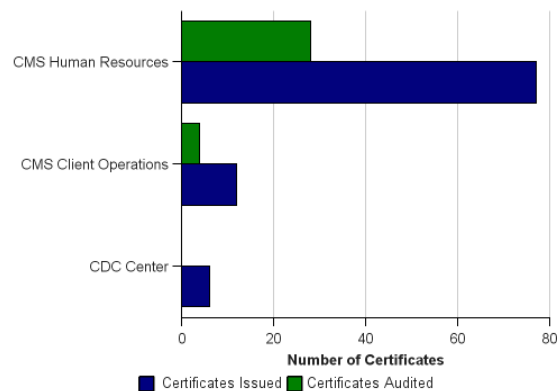
Selections per Vacancy

1.17

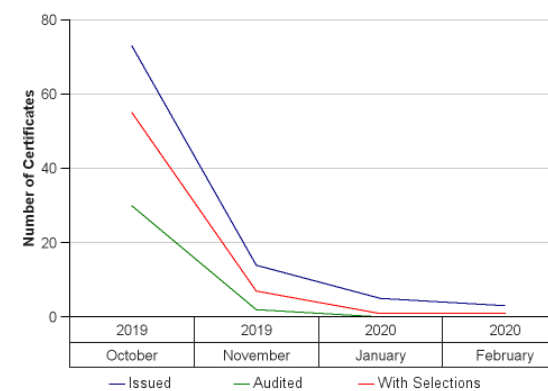
Selections per Certificate

0.88

Certificates Audited and Issued by Office



Certificate Activity by Month





Hiring Data Warehouse

Reports

Certificate Activity Report

Tabular data summarizing the number of certificates issued, certificates audited, and selections made. The data is provided by vacancy, year, month, organization, and office.

By Vacancy By Month By Organization and Office Data Definitions

Certificate Activity Report

Organizations: Infinity Regression, Office of Personnel Management, Onsite Testing, OPM Program, OPM Reimbursable, OPM USA Hire Program Office, Program Support Center, Security Testing, US Office of Personnel Management, USAJOBS UAT Testing

Offices: Cleveland Staffing Office, Kansas City Services Branch, Kansas City Services Branch-DUP-1, Mid-Atlantic Services Branch, Onsite Testing HQ, Onsite Testing Staffing Office, OPM HR Boyers, OPM HR Macon, OPM HR TRB, OPM USAH Testing Office, OPM Washington DC, Other Security Office, PDRI USAH Testing Office, Perry Staffing Office, Philadelphia Services Branch, Program Office, PSC HHS OHR Executive Resources Office, PSC OPM Office, PSC WHRSC Delegated Examining, PSC WHRSC Merit Promotion, San Antonio Services Branch, San Francisco Services Branch, Security Testing Office, Test Office, USAJOBS Other Test, USAJOBS UAT Testing Office, USAS Demo Office, User Support Office, Voting Rights Program, Washington Services Branch

Certificate Issue Date Range: Between Oct 1, 2019 12:00 AM and Mar 23, 2020 11:59 PM

Customers: All parameter options

Vacancy Numbers: All parameter options

Series: All parameter options

Grades: All parameter options

Staffing Organization Name	Staffing Office Name	Number of Vacancies	Number of Applications	Number of Certificates Issued	Number of Certificates Audited	Number of Selections
Office of Personnel Management	OPM HR Boyers	1	5	3	0	3
Office of Personnel Management - Total		1	5	3	0	3
OPM Program	Program Office	8	69	14	7	9
	USAS Demo Office	1	4	1	0	0
	User Support Office	1	5	1	0	0
OPM Program - Total		10	78	16	7	9
OPM Reimbursable	Kansas City Services Branch	12	232	45	13	139
	Philadelphia Services Branch	30	118	57	20	58
	San Antonio Services Branch	10	774	25	6	36
	Washington Services Branch	1	12	1	1	2
OPM Reimbursable - Total		53	1,136	128	40	235

The Certificate Activity Report is identical to the Certificate Activity Dashboard, with the exception of the Dashboard tab/page.



Hiring Data Warehouse

Reports

Certificate Status Dashboard

Dashboard and tabular data showing the status of issued certificates.

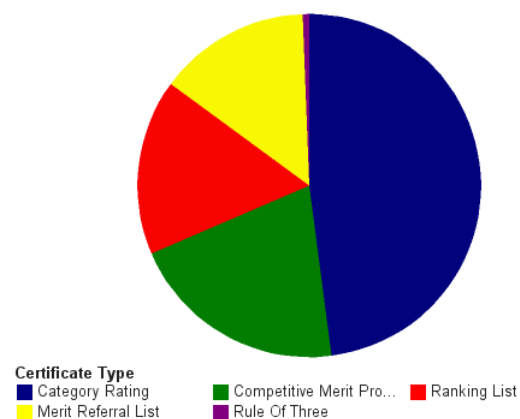
[Dashboard](#) [All Certificates](#) [Audited Certificates](#) [Certificates to be Audited](#) [Certificates with Selections](#) [Certificates with No Selections](#) [Data Definitions](#)

Certificate Status Dashboard

Certificates Issued

636

Certificates Issued by Type



Certificates Audited

208

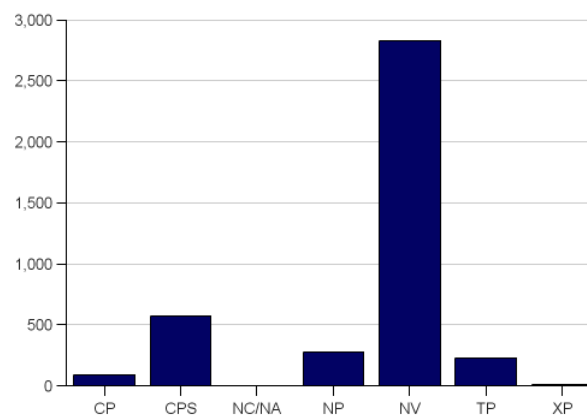
Total Referred

2970

Total Veterans Referred

584

Referred by Veterans Preference



Certificates with Selections

175

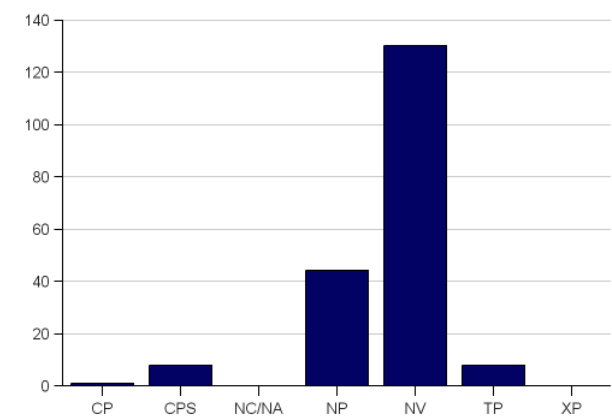
Total Selected

188

Total Veterans Selected

17

Selected by Veterans Preference





Hiring Data Warehouse

Reports

Certificate Status Report

Tabular data showing the status of issued certificates.

All Certificates	Audited Certificates	Certificates to be Audited	Certificates with Selections	Certificates with No Selections	Data Definitions
------------------	----------------------	----------------------------	------------------------------	---------------------------------	------------------

Certificate Status Report

Organizations:

ASMG DHS Tenant Management, ASMG DOC Tenant Management, ASMG DOD Tenant Management, ASMG DOI Tenant Management, ASMG DOJ Tenant Management, ASMG GOV Tenant Management, ASMG HHS Tenant Management, ASMG OPM Tenant Management, ASMG SSA Tenant Management, ASMG USDA Tenant Management, ASMG VA Tenant Management, Office of Personnel Management

Offices:

ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office,
ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG ACWA Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access
Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports Access Office, ASMG Reports
Access Office, ASMG Reports Access Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office,
OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office, OPM USA Hire Office

Certificate Issued Date Range:

Between Oct 1, 2017 12:00 AM and Mar 9, 2020 11:59 PM

Customers:

All parameter options

Certificate Issuer:

All parameter options

Series:

All parameter options

Grades:

All parameter options

Staffing Organization Name	Staffing Office Name	Vacancy Customer Name	Vacancy Number	Announcement Number	Vacancy Job Title	Vacancy Announcement Types	Certificate Number	Certificate Type	Certificate Issuer	Certificate Issue Date/Time	Certificate Audited?	Certificate Final Audit Complete Date/Time	Certificate Audited By	Total # Referred	Total # Selected	Total # Veterans Referred	Total # Selected Veterans
ASMG OPM Tenant Management	ASMG ACWA Access Office	Test Customer 1	10254255	ClarenceHicksHOTFIX07052018	PD 1234	DE	20180705-CAYB-001	Ranking List	Test, HR	07/05/2018 09:11:08.323 PM	No	07/05/2018 09:19:59.330 PM	Test, HR	1	1	0	0
ASMG OPM Tenant Management	ASMG ACWA Access	Test Customer 1	10254255	ClarenceHicksHOTFIX07052018	PD 1234	DE	20180725-CAYB-001	Ranking List	Test, HR	07/25/2018 10:15:04.043 AM	No			2	1	0	0

The Certificate Status Report is identical to the Certificate Status Dashboard, with the exception of the Dashboard tab/page.



Hiring Data Warehouse

Reports

Request Overview Dashboard

Visualizations and tabular data showing the status of requests.

Dashboard | By Request | By Organization and Office | By Month | Data Definitions

Total Requests

123

New Vacancy Requests

89

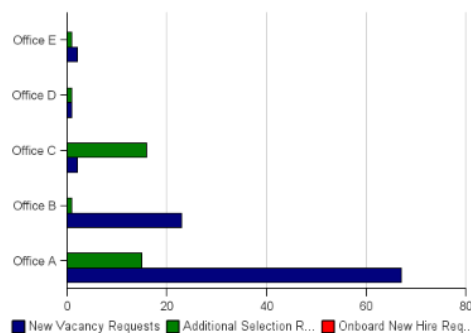
Additional Selection Requests

34

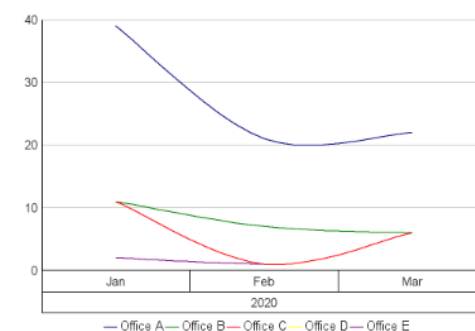
Onboard New Hire Requests

0

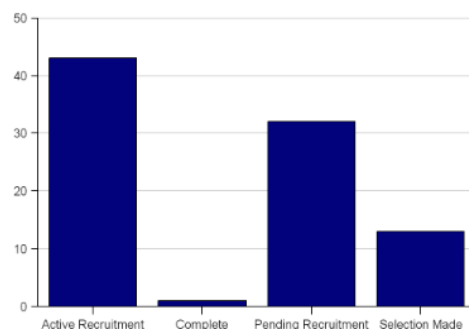
Requests by Office



Requests Created by Year/Month

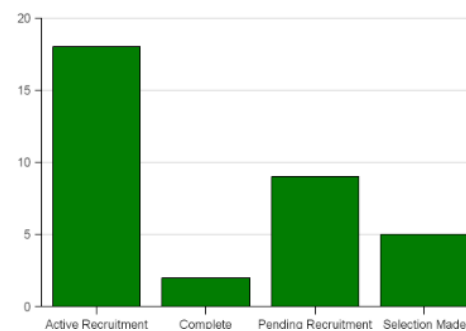


New Vacancy Requests



Requests by Status

Additional Selection Requests



Onboard New Hire Requests

No Data Available



Hiring Data Warehouse

Reports

Request Overview Report

Tabular data showing the status of requests.

[Requests - All](#) [Requests - Active](#) [Requests - Pending](#) [Requests - Complete](#) [Data Definitions](#)

Request Overview Report

Organizations: Organization Four, Organization One, Organization three, Organization Two

Offices: Office A, Office B, Office C, Office D, Office E, OROF3, OROF4

Customers: All parameter options

Request Creation Date Range: Between Jan 1, 2020 and Apr 1, 2020

Request Types: All parameter options

Request Numbers: All parameter options

Request Status: All

Staffing Organization Name	Staffing Office Name	Request Customer Name	Request Number	Hiring Validation Date	Request Creation Date	Request Type	Request Source	Requester Name	Requester Email	Approval Date	Approver Name	Approver Email	Supervisory Position?	Bargaining Unit Position?	Request Status
Organization One	Office A	8-6 Customer C	20200102-93125	12/31/2019	01/02/2020	New Vacancy	Key Entry	Patterson, Brandon	brandon.patterson@opm.gov	01/02/2020	Admin, Test	usastestadmin@opm.gov	No	No	Pending Recruitment
Organization One	Office A	8-6 Customer C	20200207-61494	02/05/2020	02/07/2020	New Vacancy	Key Entry	Sarracino, Allison	Allison.Sarracino@opm.gov	02/07/2020	HR, Test	USASTESTHR@OPM.GOV	No	No	Selection Made
Organization One	Office A	8-6 Customer C	20200207-61494-0001	03/04/2020	03/06/2020	Additional Selection	Key Entry	Sarracino, Allison	Allison.Sarracino@opm.gov	03/06/2020	HR, Test	USASTESTHR@OPM.GOV	No	No	Pending Recruitment
Organization One	Office A	8-6 Customer C	20200207-61494-0002	03/04/2020	03/06/2020	Additional Selection	Key Entry	Sarracino, Allison	Allison.Sarracino@opm.gov	03/06/2020	HR, Test	USASTESTHR@OPM.GOV	No	No	Pending Recruitment
Organization One	Office A	8-6 Customer C	20200207-61494-0003	03/04/2020	03/06/2020	Additional Selection	Key Entry	Sarracino, Allison	Allison.Sarracino@opm.gov	03/06/2020	HR, Test	USASTESTHR@OPM.GOV	No	No	Pending Recruitment



Hiring Data Warehouse

Reports

Request Vacancy Information

Tabular report displaying details about the vacancies associated with requests.

[Request Vacancy Information](#) [Data Definitions](#)

Request Vacancy Information

Request Numbers: 20200318-61354-DMK-MARDEEPDIVE, 20200306-81401, 20200306-62009

Staffing Organization Name	Staffing Office Name	Request Customer Name	Request Number	Request Location Description	Vacancy Number	Announcement Number	Announcement Location Description	Vacancy Status	Vacancy Type	Vacancy Announcement Types	Vacancy Job Title	Vacancy Position Description Number	Vacancy Position Description Title	Vacancy Pay Plan	Vacancy Series	Vacancy Grade	Vacancy Specialty	Vacancy Travel Required	Vacanc Securit Clearan Require
Organization One	Office A	Customer 1 - Linked to Office A	20200306-62009	Lithonia, GA United States	10745108	20-CABL-10745108-20	Lithonia, GA United States	Active	Case Exam	ST	Marchsix Tester	0306	Marchsix Tester	GS	0136	12		Occasional travel	Confiden
			20200306-81401		10745701	20-CABL-10745701-20	Scott Bar, CA United States	Active	Case Exam	DE	SMG	SMG	SMG	GS	0099	4		Not required	Not Required
			20200318-61354-DMK-MARDEEPDIVE	Buffalo, MN United States	10754567	10754567-DMK-DeepDive-MAR	Buffalo, MN United States	Active	Case Exam	ST	HR Specialist - TEST	1989	HR Specialist - TEST	GS	0201	11		Not required	Not Required
															12		Not required	Not Required	
							Cannon Falls, MN United States	Active	Case Exam	ST	HR Specialist - TEST	1989	HR Specialist - TEST	GS	0201	11		Not required	Not Required
																12		Not required	Not Required
							Saint Paul, MN United States	Active	Case Exam	ST	HR Specialist - TEST	1989	HR Specialist - TEST	GS	0201	11		Not required	Not Required
																12		Not required	Not Required
							Cannon Falls, MN United States	Active	Case Exam	ST	HR Specialist - TEST	1989	HR Specialist - TEST	GS	0201	11		Not required	Not Required
																12		Not required	Not Required



Hiring Data Warehouse

Reports

Staffing Process Tracking Report

Tabular report displaying request, vacancy, announcement, and certificate numbers as well as milestone dates in the staffing process for New Vacancy and Additional Selection requests.

[Staffing Process Tracking](#) [Data Definitions](#)

Staffing Process Tracking Report

Organizations:

ASMG Internal Release Testing, Infinity Regression, Office of Personnel Management, Onsite Testing, OPM Prog US Office of Personnel Management, USAJOBS UAT Testing

Offices:

Cleveland Staffing Office, Kansas City Services Branch, Kansas City Services Branch-DUP-1, Matt's House, Mid-HR Macon, OPM HR TRB, OPM USAH Testing Office, OPM Washington DC, Other Security Office, PDRI USAH Executive Resources Office, PSC OPM Office, PSC WHRSC Delegated Examining, PSC WHRSC Merit Promotic Office, Testing 96906, USAJOBS Other Test, USAJOBS UAT Testing Office, USAS Demo Office, User Support Of

Customers:

All parameter options

Staffing Date Type:

Certificate Issue Date

Staffing Date Range:

Between Oct 1, 2019 12:00 AM and Mar 23, 2020 11:59 PM

Staffing Organization Name	Staffing Office Name	Request Customer Name	Request Number	Requester Name	Requester Email	Approver Name	Approver Email	Request Type	Request Status	Request Creation Date/Time	Request Last Modified Date/Time	Request Submission Date/Time	Approval Date/Time	Vacancy Number	Vacancy Job Title	Vacancy Status
Office of Personnel Management	OPM HR Boyers	HR Solutions	20191216-49340	McCrary, Monique	Monique.McCrary@opm.gov	McCrary, Monique	Monique.McCrary@opm.gov	New Vacancy	Complete	12/16/2019 09:09:37.030 AM	12/16/2019 09:10:57.590 AM		12/16/2019 09:11:05.637 AM	10098090	Human Resources Specialist	Active
			20191216-49340-0mlm	McCrary, Monique	Monique.McCrary@opm.gov	McCrary, Monique	Monique.McCrary@opm.gov	Additional Selection	Selection Made	02/14/2020 11:53:11.903 AM	02/14/2020 11:53:26.990 AM		02/14/2020 11:53:28.527 AM	10098090	Human Resources Specialist	Active



Hiring Data Warehouse

Reports

Vacancy Overview Dashboard

Dashboard and tabular data displaying details about vacancies and announcements, including summary data about applicants.

[Dashboard](#) [By Vacancy](#) [By Organization and Office](#) [By Fiscal Year and Month](#) [Data Definitions](#)

Vacancy Overview Dashboard

Vacancies

193

Active/New Vacancies

189

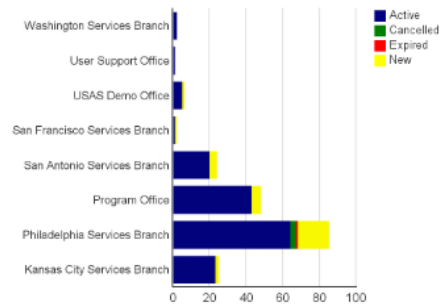
Certificates

117

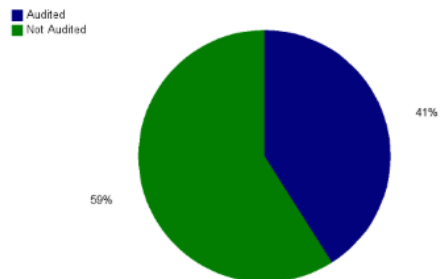
Applications

669

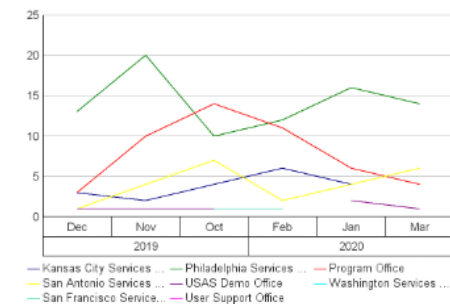
Vacancies By Office



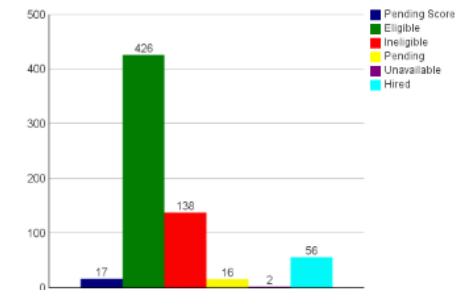
Certificates by Audited Status



Vacancies Closed By Office



Applications by Status





Hiring Data Warehouse

Reports

Vacancy Overview Report

Tabular report displaying details about vacancies and announcements, including summary data about applicants.

By Vacancy By Organization and Office By Fiscal Year and Month Data Definitions

Vacancy Overview Report

Organizations:	OPM Reimbursable	Vacancy Series:	All parameter options
Offices:	Kansas City Services Branch, Kansas City Services Branch-DUP-1, Mid-Atlantic Services Branch, Philadelphia Services Branch, San Antonio Services Branch, San Francisco Services Branch, Washington Services Branch	Vacancy Grade:	All parameter options
Customers:	All parameter options	Vacancy Numbers:	All parameter options
Announcement Close Date Range:	Between Oct 1, 2019 and Mar 23, 2020	Position Description Numbers:	All parameter options

Staffing Organization Name	Staffing Office Name	Vacancy Customer Name	Total Vacancies	Total Applications	Total Eligible	Total Ineligible	Total Pending	Total Unavailable	Total Eligible Referred	Total Eligible Not Referred	Total Hired	Total Suspended	Total Expired
OPM Reimbursable	Kansas City Services Branch	A Salah's Test Customer	3	8	2	4	2	0	1	1	0	0	0
		Customer A	8	133	123	1	2	0	125	-2	4	0	0
		Customer B	14	20	15	0	0	0	6	9	5	0	0
	Kansas City Services Branch - Total		25	161	140	5	4	0	132	8	9	0	0
	Philadelphia Services Branch	Customer A	67	117	73	10	6	0	51	22	21	0	0
		Customer B	14	33	18	3	0	0	15	3	9	0	0
		Customer G	2	4	1	0	0	1	4	-3	2	0	0
		FIS	1	3	3	0	0	0	0	3	0	0	0
		FSG	1	8	4	4	0	0	0	4	0	0	0
	Philadelphia Services Branch - Total		85	165	99	17	6	1	70	29	32	0	0
	San Antonio Services Branch	A Salah's Test Customer	1	0	0	0	0	0	0	0	0	0	0
		Briana's Test Customer	1	12	11	0	0	0	2	9	1	0	0
		Customer A	14	48	28	12	5	0	18	10	3	0	0

The Vacancy Overview Report is identical to the Vacancy Overview Dashboard, with the exception of the Dashboard tab/page.



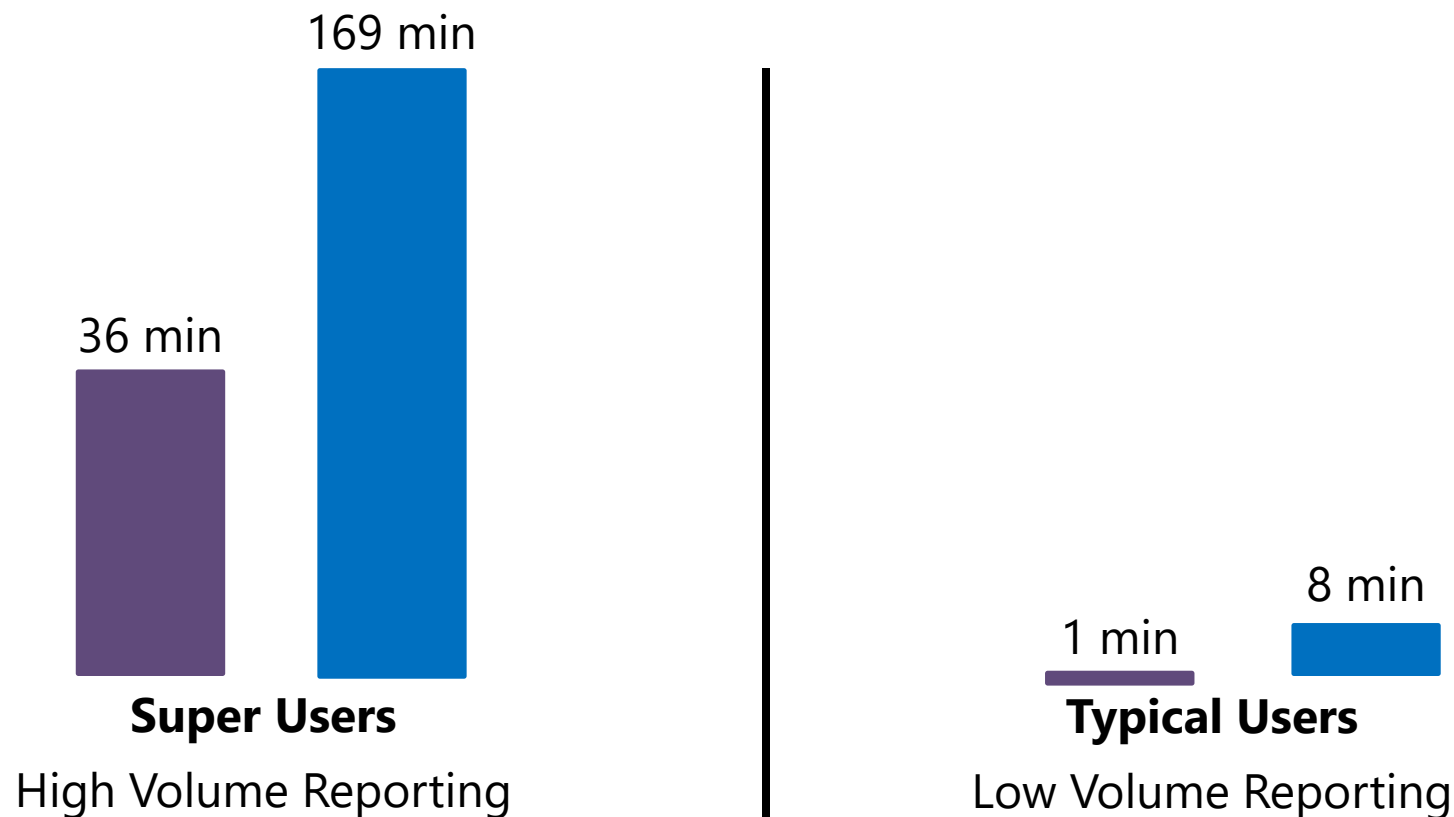
Hiring Data Warehouse

We compared performance of the a number of reports from Staffing Reports to similar reports created for HDW.

Applicant List Report

■ HDW

■ Staffing Reports



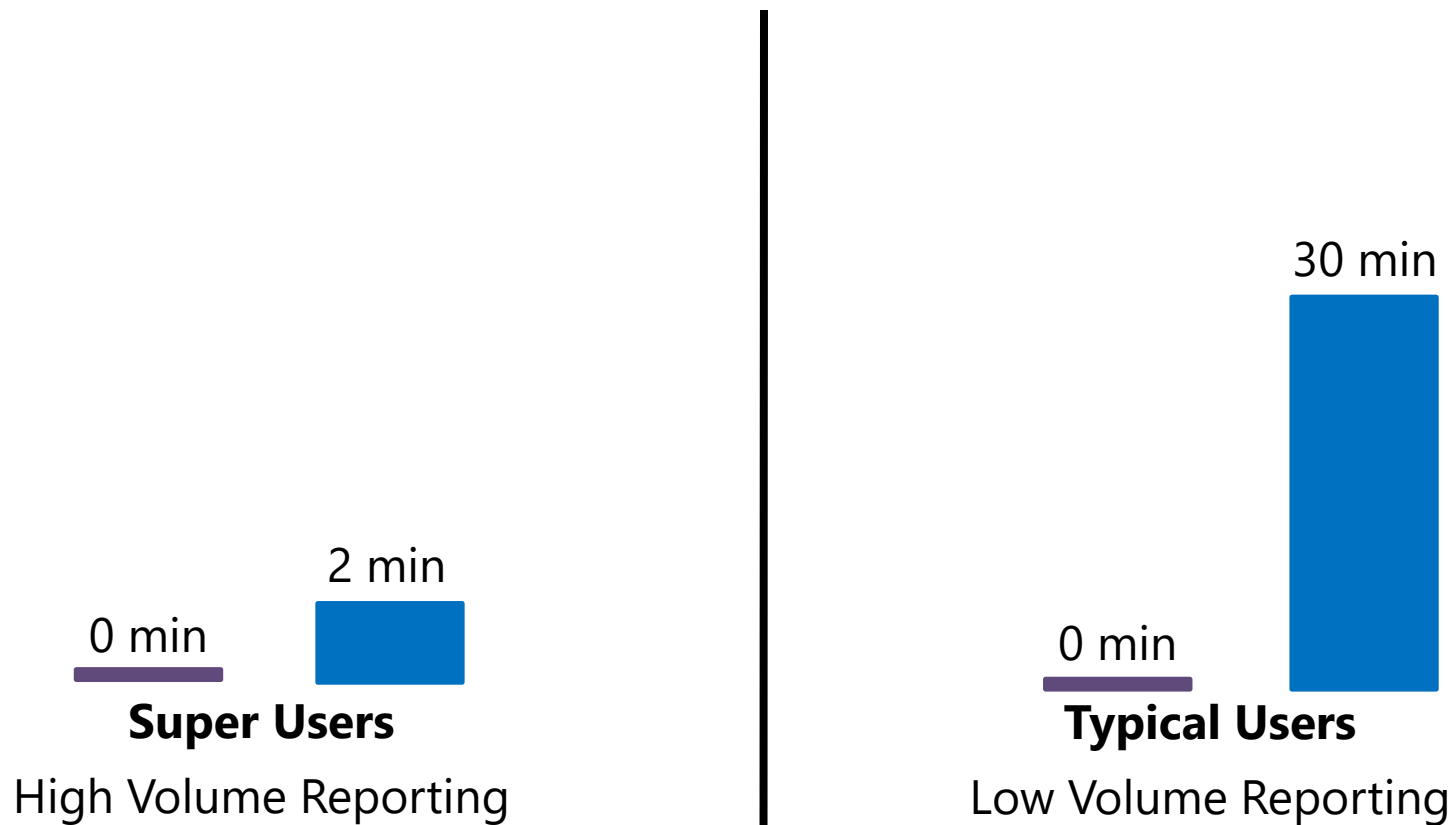


Hiring Data Warehouse

Comparisons were made between 7 reports. In general, HDW outperformed Staffing Reports.

Certificate Status Report

■ HDW ■ Staffing Reports





Open Demo and Q&A



Resources and Contacts

IBM Cognos Analytics User Guide

The official IBM user guide for Reporting via Cognos Analytics:

https://www.ibm.com/support/knowledgecenter/SSEP7J_11.0.0/com.ibm.swg.ba.cognos.ug_cr_rptstd.doc/ug_cr_rptstd.pdf?view=kc

USA Staffing Resource Center

Under the Reports and Analytics section, you'll find presentations from previous workgroup sessions and other resources:

https://help.usastaffing.gov/USASUpgResCtr/index.php/USA_Staffing_Upgrade_Resource_Center

Cognos Report Author Training Sessions

An overview of USA Staffing data with practical exercises in running standard reports and developing custom reports in Cognos. Contact your Account Manager if you are interested in scheduling a session for the report authors in your organization

Need Help?

If you are experiencing issues accessing Cognos or need help to create or troubleshoot a report, submit a HelpDesk ticket through USA Staffing. If you are unable to submit a HelpDesk ticket, please contact us at

USASTaffingData@opm.gov