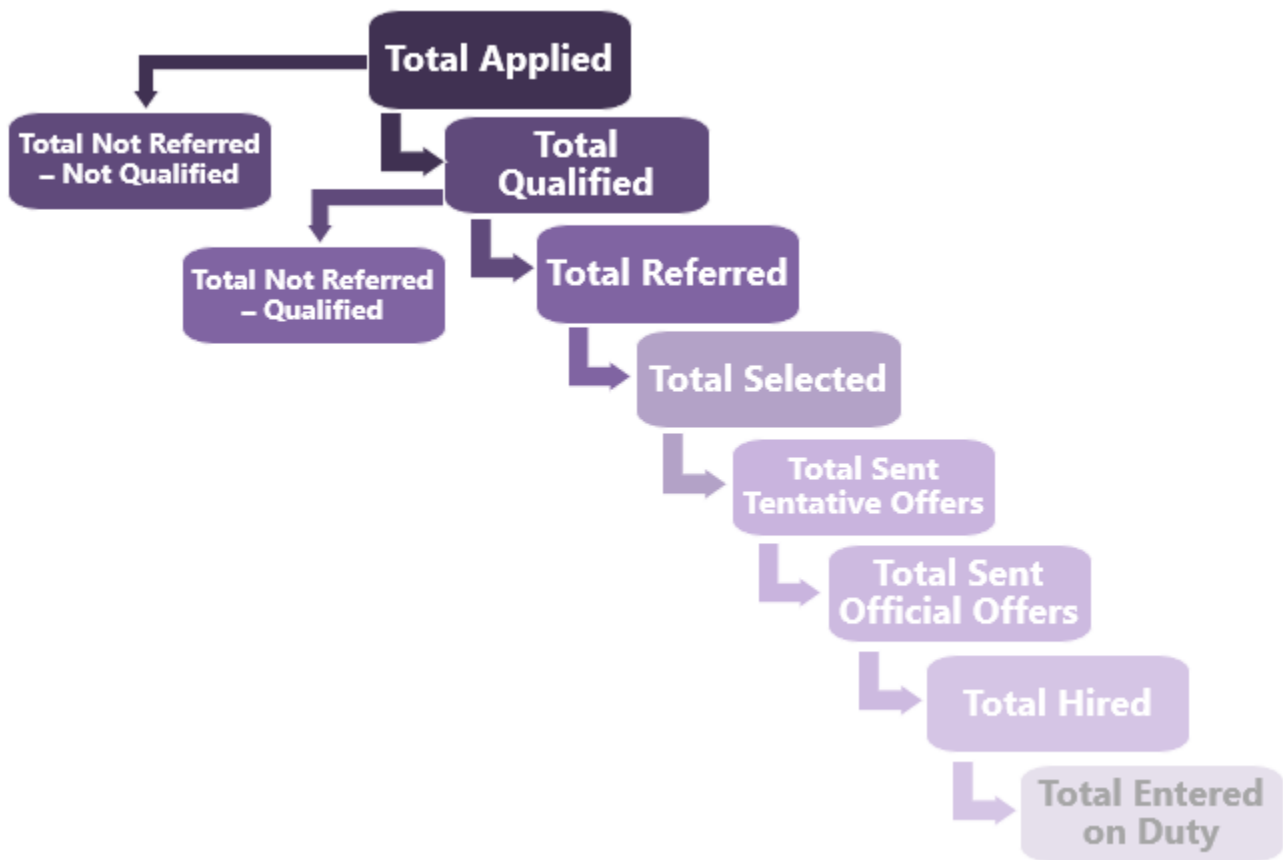




Applicant Flow Data Warehouse Vacancy Metrics for Applications

What are Vacancy Metrics for Applications?

Vacancy Metrics for Applications are built-in metrics to enable reporting on the progression of applications through the hiring process at the vacancy level and above. Vacancy Metrics for Applications are not specific to the rating combination. Each vacancy metric has equivalent veteran and non-veteran versions. These metrics are the same as those in the Vacancy Metrics area of the Hiring Data Warehouse.



How are Vacancy Metrics calculated?

Each metric uses defined criteria to determine the progression of applications through the hiring process at the vacancy level. The aggregation of each metric is set up to automatically summarize up to the lowest level query item included in the report.

Vacancy Metric	Criteria
Total Applied	Count of the unique applications received for a vacancy.
Total Qualified	Count of the unique applications received for a vacancy with a notification message code for at least one rating combination that starts with "E".
Total Not Referred – Not Qualified	Count of the unique applications received for a vacancy where a notification message code does not start with "E" for all rating combinations.
Total Referred	Count of the unique applications received for a vacancy where the application was referred on at least one non-cancelled certificate.



Total Not Referred – Qualified	Count of the unique applications received for a vacancy with a notification message code for at least one rating combination that starts with “E” but was not referred on any non-cancelled certificate.
Total Selected	Count of the unique applications received for a vacancy where the audit code on at least one non-cancelled certificate is “Selected.”
Total Sent Tentative Offers	Count of the unique applications received for a vacancy where at least one tentative job offer has been sent for any rating combination for the vacancy.
Total Sent Official Offers	Count of the unique applications received for a vacancy where at least one official job offer has been sent for any rating combination for the vacancy.
Total Hired	Count of the unique applications received for a vacancy where the audit code is “Selected” and the return status is “Hired” on at least one non-cancelled certificate.
Total Entered on Duty	Count of the unique applications received for a vacancy where a new hire record exists and the Verify New Hire has Entered on Duty task has a status of “Complete.”

Metrics for veterans use claimed veterans preference to determine veterans status unless the claim has been adjudicated, in which case adjudicated preference is used. If the vacancy is not set to collect veterans preference information, each veteran-specific metric will be 0.

Vacancy Metric	Criteria
Veteran Applications	
Total Veterans Applied	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA.
Total Veterans Qualified	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA, with a notification message code for at least one rating combination that starts with “E.”
Total Veterans Not Referred – Not Qualified	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA, and the notification message code does not start with “E” for all rating combinations.
Total Veterans Not Referred - Qualified	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA, and the notification message code for at least one rating combination that starts with “E” but was not referred on any non-cancelled certificate.
Total Veterans Referred	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA, and the application was referred on at least one non-cancelled certificate.
Total Veterans Selected	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA, and the audit code for the application is “Selected” on at least one non-cancelled certificate.
Total Veterans Sent Tentative Offers	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA, and at least one tentative job offer has been sent for any rating combination for the vacancy.
Total Veterans Sent Official Offers	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA, and at least one official job offer has been sent for any rating combination for the vacancy.
Total Veterans Hired	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA, and the audit code for the application is “Selected,” and the return status is “Hired” on at least one non-cancelled certificate.
Total Veterans Entered on Duty	Count of the unique applications received for a vacancy where veterans preference is not NV, NP, or NA, a new hire record exists, and the Verify New Hire has Entered on Duty task has a status of “Complete.”

How should Vacancy Metrics for Applications be used?

Vacancy Metrics for Applications can be used with vacancy-level query items (i.e., query items in the Vacancy query subject).

Staffing Organization Name	Staffing Office Name	Vacancy Number	Total Applied	Total Qualified	Total Referred	Total Selected	Total Entered on Duty	Total Hired
Office of Personnel Management	OPM HR Boyers	10000031	3	1	3	0	0	0
OPM Program	Program Office	10000034	1	1	1	1	0	1
OPM Reimbursable	Washington Services Branch	10000044	6	1	6	1	0	1
OPM Reimbursable	San Antonio Services Branch	10000050	2	1	2	1	0	1
OPM Program	Program Office	10000054	3	1	1	1	0	1

Vacancy Metrics for Applications can be used with higher-level query items (e.g., Staffing Office Name, Staffing Organization Name), including but not limited to the examples provided below. When used without vacancy-level query items, metrics will automatically summarize up to the lowest level query item included in the report.

Vacancy Customer*

Staffing Organization Name	Staffing Office Name	Customer Name	Total Applied	Total Qualified	Total Referred	Total Selected	Total Entered on Duty	Total Hired
Office of Personnel Management	OPM HR Boyers	Christina - Test Customer	1	1	1	1	0	1
Office of Personnel Management	OPM HR Boyers	FIS	3	1	3	0	0	0
Office of Personnel Management	OPM HR Boyers	Internal Program Office	3	3	2	1	0	0
Office of Personnel Management	OPM HR TRB	Christina - Test Customer	8	6	6	1	0	1
OPM Program	Program Office	Account Management Branch	48	33	30	14	2	14

Vacancy Staffing Office

Staffing Organization Name	Staffing Office Name	Total Applied	Total Qualified	Total Referred	Total Selected	Total Entered on Duty	Total Hired
Office of Personnel Management	OPM HR Boyers	7	5	6	2	0	1

Vacancy Staffing Organization

Staffing Organization Name	Total Applied	Total Qualified	Total Referred	Total Selected	Total Entered on Duty	Total Hired
Office of Personnel Management	15	11	12	3	0	2

Appointing Authority*

Staffing Organization Name	Staffing Office Name	Vacancy Number	Appointing Authority	Total Applied	Total Qualified	Total Referred	Total Selected	Total Entered on Duty	Total Hired
Office of Personnel Management	OPM HR TRB	10135669	Excepted Service	8	6	6	1	0	1
OPM Program	Program Office	10002319	Excepted Service	11	10	10	1	0	1
OPM Program	Program Office	10002454	Excepted Service	2	2	1	1	0	1
OPM Program	Program Office	10002454	Hybrid Title 38	2	2	1	1	0	1

Mission Critical Occupations*

Staffing Organization Name	Staffing Office Name	Vacancy Number	Mission Critical Occupation	Total Applied	Total Qualified	Total Referred	Total Selected	Total Entered on Duty	Total Hired
OPM Program	Program Office	10000034	Infrastructure Act	1	1	1	1	0	1
OPM Reimbursable	Philadelphia Services Branch	10022220	Cyber Security	4	3	3	2	0	2
OPM Reimbursable	Kansas City Services Branch	10023478	Cyber Security	5	5	4	3	0	3
OPM Reimbursable	Philadelphia Services Branch	10038754	STEM	10	7	2	1	0	1

Vacancy Metric Dates

Vacancy Number	Announcement Closed Fiscal Year	Announcement Closed Fiscal Quarter	Announcement Closed Fiscal Month	Announcement Closed Calendar Year	Announcement Closed Calendar Month Number	Announcement Closed Calendar Month	Total Applied	Total Qualified	Total Referred	Total Selected	Total Entered on Duty	Total Hired
10000031	2018	Q3	9	2018	6	June	3	1	3	0	0	0
10000034	2015	Q1	2	2014	11	November	1	1	1	1	0	1
10000044	2014	Q4	10	2014	7	July	6	1	6	1	0	1
10000050	2014	Q4	10	2014	7	July	2	1	2	1	0	1
10000054	2014	Q4	10	2014	7	July	3	1	1	1	0	1
10000074	2015	Q1	1	2014	10	October	3	3	3	1	0	1
10000156	2017	Q4	10	2017	7	July	2	2	1	1	0	1
10000241	2015	Q2	6	2015	3	March	1	1	1	1	0	1

*When adding query items, always consider if the relationship between the query item and vacancy is one-to-one, one-to-many, or many-to-many. **If the relationship is not one-to-one, metrics may be inflated or repeated** (e.g., if there is more than one Vacancy Customer for a single vacancy).