Write a report describing the findings from a *preliminary* analysis. The analysis will be of the data found in Exhibit 3.3, Staffing Process Analysis.

The report will be written from the perspective of the head of HR to an Executive Vice President (EVP) who requested information on staffing outcomes. However, given the short period of time the EVP has given you to conduct the analysis, your results are preliminary and should reflect that.

Given the level of the individual you are reporting to, your report must be short, succinct and cogent. Your job is to report the findings of the analysis as clearly as possible. Your report may be in the form of a business memo or may be in report format. However, *it is not to exceed 2 pages*