# *When to Hire? 3 Signs for Your Staffing Firm*

For most staffing firms, knowing when to hire a new employee is a big decision. Hire a new rep too early and there won't be enough work to go around. Too late, and your staff will be stretched too thin. By using your firm's ATS data, you'll be able to gauge when you should start hiring. Here are 3 leading indicators track will help you expand your team at the right time and at the right pace.

1 // Your open job orders are stalling

Job orders in your pipeline can stall for various reasons. Set a standard time to classify job orders as inactive (example: no activity for 10 business days) and keep an eye on stalled job orders. If your job order charts start filling up with stalled JOs, you need to determine whether the lack of activity is due to a lack of time on the part of your team.

Check for less activity on smaller job orders, as your team focuses their limited time on the high value ones. If you start to see this in your weekly reports, it's a good leading indicator that your team is beginning to feel strained.
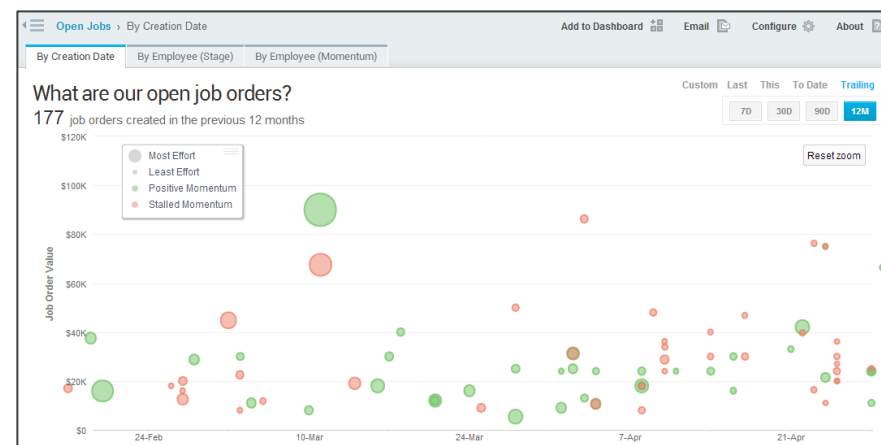
2 // Your time-to-fill is increasing

With less time for your team to give each job order proper attention, another indicator that your team is starting to feel the pinch is your overall time-to-fill. By looking at an aggregate of your team's cycle, you will begin to see a week over week, or month over month, lengthening of the stages in your process.

A longer overall time in the initial stage is especially troubling as it is a good indicator that your team doesn't have the time to start on new leads. This is a great problem to have, but it might be time to hire a new rep to take on the overflow.

You can also drill into the time-to-fill of individual employees, especially your veterans, to see whether they are seeing longer cycles; a good way to confirm your overall suspicions.

3 // Your pipeline projections shows a busy future.

The final indicator that you need to hire is your future pipeline projection. If your ATS data is pointing to an influx of opportunities, and you're already seeing your team strained, this is a red flag that you should be looking for new hires immediately.

Look at how your pipeline has grown over time and your estimated workload in the coming months to determine if you're about to need additional resources to take on the work.

Key Takeaway: Don't hire new employees too late or too early. Let leading indicators in your data help you understand when to expand your team, so you can scale directly with your firm's expected revenue growth.
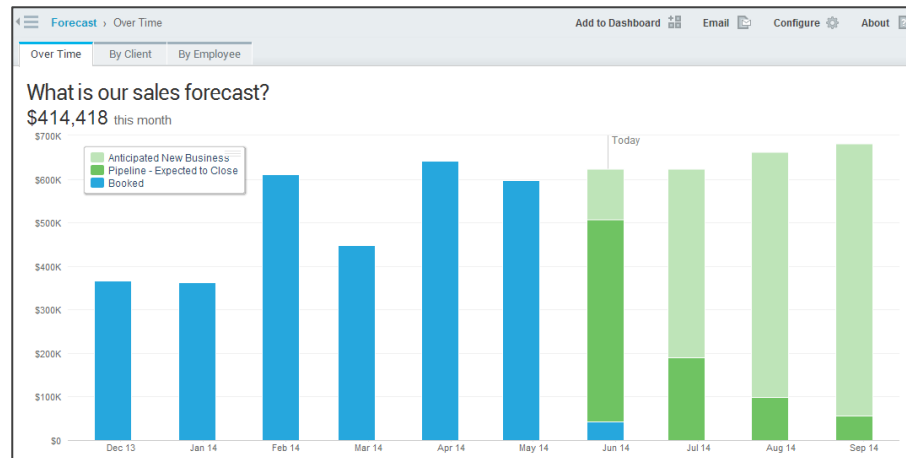
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