



COST OF TURNOVER CALCULATOR

The cost of turnover includes many hidden costs that add up quickly and create a very expensive problem.

COST OF TURNOVER CALCULATOR

Complete this form separately for each type of position.

Position: _____ Hourly Rate: _____ Times Filled Per Year: _____

PRE-HIRE COSTS

Direct Labor Costs: _____

Application Processing

Interview

Analysis & Selection

Hiring Costs: _____

Drug Screening

Background Check

Agency Fees

Other (Relocation, etc.)

Wages During Orientation: _____

Direct Compensation

Indirect Compensation

Support Staff Costs (Per Hire): _____

Accounting Time

HR/Benefits Time

Lost Productivity (Per Hire): _____

Identify Days to Full Productivity

Calculate as # * hrly rate * 50% * 8 hrs/day

Supply Costs (Per Hire): _____

Safety Equipment

Uniforms

Other Supplies (Business Cards, Vehicle, etc.)

OTHER COSTS

Training Costs (Annual): _____

General Orientation Time

Specific Job Training Time

Training Materials

Calculate * # Groups Trained/Year

Overtime Costs (Annual): _____

Due to short staffing

Recruiting Costs (Annual): _____

Generic or Targeted Ads

Other (Job Fairs, etc.)

ANNUAL COST CALCULATIONS

Per Hire Total Costs _____

Number Hired Per Year \times _____

= _____

Other Costs (Annual Total) $+$ _____

= _____

TOTAL ANNUAL COSTS: _____

Note: This is Per Position in Organization.