

Hire-or-Automate Scorecard

Before you post the next job ad, score the tasks behind the role. For each task you get a verdict (automate first, automate the first pass, or keep it human), the AI employee that fits, and an estimate of the hours it saves.

Interactive version: <https://plugstaff.com/hire-or-automate-scorecard/> (does the maths for you; nothing you type is stored).

Step 1 · Score each task

Hours = hours per week your team spends on it. For the four questions write **Yes = full points, Partly = half, No = 0**.

Task → AI employee	Hours / week	Same steps most times? (30)	Inputs are digital text? (25)	Rules / knowledge can be written down? (25)	Quick human check before it goes out? (20)	Score /100	Verdict
1. Prospect research & first-draft cold emails → AI SDR (\$149)							
2. Answering repetitive customer emails or tickets → AI Customer Support Agent (\$129)							
3. Turning ideas into posts, newsletters or blog drafts → AI Content Marketer (\$99)							
4. Screening CVs and drafting candidate outreach → AI Recruiter (\$129)							
5. Entering invoices and receipts, weekly money summaries → AI Bookkeeper (\$99)							
6. Other: _____							

Step 2 · Read the verdict

Score	Verdict	Saving to count (Step 3)
70-100	Automate first. An AI employee takes the first pass; a person reviews.	Full estimated share
40-69	Automate the first pass, keep a person on it.	Half the estimated share (conservative assumption)
0-39	Keep it human (or hire). Too much judgement or too little structure for a template agent today.	None

Step 3 · Estimate the saving

Hours saved per week = hours/week × share below (× ½ for 40-69, × 0 under 40). **Per month** = per week × 52 ÷ 12. **Value per month** = hours saved per month × hourly cost of the person doing it (salary plus overheads ÷ hours worked).

Task	AI employee	One-time price	Published ROI example (manual → review minutes per item, share handled)	Est. share of the time saved
Prospect research & first-draft cold emails	AI SDR	\$149	15 → 3 min, 100% handled	80%
Answering repetitive customer emails or tickets	AI Customer Support Agent	\$129	8 → 2 min, 60% handled	45%
Turning ideas into posts, newsletters or blog drafts	AI Content Marketer	\$99	150 → 30 min, 100% handled	80%
Screening CVs and drafting candidate outreach	AI Recruiter	\$129	7 → 1.5 min, 100% handled	79%
Entering invoices and receipts, weekly money summaries	AI Bookkeeper	\$99	4 → 1 min, 90% handled	68%

These are estimates, not measured results. The shares come from the worked examples on each AI employee page: share = handled % × (manual – review minutes) ÷ manual minutes. Your own numbers will differ; time yourself on 3 real examples. Running costs (AI API usage, usually cents per item) are not included here. Time saved only; no claims about revenue or hiring outcomes.

Worked example (illustrative): 10 h/week of prospect research, scored 100 → 10 × 80% = 8 h/week ≈ 34.7 h/month. At an example \$35/h that is ≈ \$1,213/month of time, before API costs.

Step 4 · Hire or automate?

Total hours/week on these tasks (A)	
Total hours/week saved (B)	
Manual hours left per week (A – B)	

Rule of thumb (an assumption, not advice): **30+ h left** is still close to a full-time workload, so automate the first pass and hire for what remains. **15-30 h** is roughly part-time: automate first and re-check before hiring. **Under 15 h** is likely not enough for a new hire: automate first.

Step 5 · Pick your AI employee

- One task scores 70+: start with that AI employee (<https://plugstaff.com/ai-employees/>).
- Two or more tasks to automate: the AI Workforce Bundle has all six AI employees for **\$197** (launch price, regular \$297): <https://plugstaff.com/bundle/>
- No time to set it up: Done-For-You (\$497) installs one AI employee in your n8n and tests it on your data: <https://plugstaff.com/done-for-you/>
- Check your numbers in the ROI calculator: <https://plugstaff.com/roi-calculator/>