Project Proposal

Overview

The client has requested the data team to develop a machine learning model to predict employee attrition using internal HR data. The goal is to proactively identify employees at risk of leaving the organization and uncover the key drivers behind turnover.

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| Milestones | Tasks | PACE | Deliverables | Stakeholder | Time |
| 1 | Establish structure for project workflow | Plan | Global-level project document | Data Analysis Manager | 1-2 Days |
| 1a | Write a project proposal | Plan |  | Project Manager |
| 2 | Compile summary information about the data | Analyse | Data files ready for EDA | Data Analyst | 1 – 2 Weeks |
| 2a | Begin exploring the data | Analyse |  |  |
| 3 | Data exploration and cleaning | Plan  Analyse | EDA report | Data Analyst | 1 Week |
| 3a | Visualization building | Analyse  Construct | visualizations | Project Manager |
| 4 | Compute descriptive statistics | Analyse | Analysis of testing results between two important variables |  | 1 Week |
| 4a | Build a machine learning model | Construct | Final model | Director of Data Analysis |
| 5 | Evaluate and compare models | Analyse  Construct | Determine the success of the model | Director of Data Analysis | 1 – 2 Weeks |
| 5a | Communicate final insights with | Execute | Report to all stakeholders | Director of Data Analysis |