Employee performance Analysis using Excel

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PROJECT TITLE

Employee Performance Based On Job Role And Employee Type using Excel

AGENDA

1.Problem Statement
2.Project Overview
3.End Users
4.Our Solution and Proposition
5.Dataset Description
6.Modelling Approach
7.Results and Discussion
8.Conclusion

PROBLEM STATEMENT

Employee performance develop actionable insights and strategies to optimize employee performance across various roles and types, including potential training programs, resource allocation, and management practices.

PROJECT OVERVIEW

Employee performance involves examining how it varies across different job roles and employee types within the organization. The goal is to identify key drivers of performance, uncover any disparities, and provide data-driven recommendations for improving overall productivity and employee satisfaction.

WHO ARE THE END USERS?

- HUMAN RESOURCE DEPARTMENTS
- MANAGEMENT AND LEADERSHIP
- TEAM LEADERS AND SUPERVISORS
- EMPLOYEES
- EXECUTIVE LEADERSHIP
- BUSINESS ANALYSTS
- RECRUITERS

OUR SOLUTION AND ITS VALUE PROPOSITION

FILTERING- REMOVE VALUES

PIVOT TABLE- SUMMARY OF EMPLOYEE PERFORMANCE

BUBLE DIAGRAM- FINAL REPORT

Dataset Description

EMPLOYEE ID: ALPHANUMERIC(TEXT)
AGE:ALPHANUMERIC(TEXT)
GENDER: ALPHABETICAL(TEXT)
YEARS AT COMPANY: ALPHANUMERIC(TEXT)
MONTHLY INCOME: ALPHANUMERIC(TEXT)
JOB ROLE: ALPHABETICAL(TEXT)
WORK-LIFE BALANCE:ALPHABETICAL(TEXT)
JOB STATISFACTION:ALPHABETICAL(TEXT)
PERFORMANCE RATING:ALPHABETICAL(TEXT)
NUMBER OF PROMOTIONS: ALPHANUMERIC(TEXT)
DISTANCE FROM HOME: ALPHANUMERIC(TEXT)
EDUCATION LEVEL: ALPHABETICAL(TEXT)
MARTIAL STATUS:ALPHABETICAL(TEXT)
JOB LEVEL:ALPHABETICAL(TEXT)
COMPANY SIZE:ALPHABETICAL(TEXT)
COMPANT TENURE: ALPHANUMERIC(TEXT)
REMOTE WORK:ALPHABETICAL(TEXT)
LEADERSHIP OPPORTUNITIES:ALPHABETICAL(TEXT)
INNOVATION OPPORTUNITIES: ALPHABETICAL(TEXT)
COMPANY'S REPUTATION: ALPHABETICAL(TEXT)
EMPLOYEE REGONITION:ALPHABETICAL(TEXT)
EMPLOYEE TYPE:ALPHABETICAL(Text)

THE "WOW" IN OUR SOLUTION

- Quantitative data from performance review, KPIs, and self-assessment to evaluate employee achievements and areas for improvement.

- By applying filters segment employees based on criteria such as role, department, or performance level focus on relevant subsets of data.

MODELLING

- STEP -1
  DOWNLOAD THE EMPLOYEE DATASET
AND OPEN THE EMPLOYEE DATASET IN EXCEL.
- STEP -2
  SELECT THE ENTIRE DATA AND CLICK
  ON DATA AND CLICK ON FILTER OPTION.
- STEP -3
  SORT FROM A TO Z ORDER.
- STEP -4
  SELECT THE ENTIRE DATA AND CLICK
ON INSERT AND CLICK ON PIVOT TABLE TO
CREATE PIVOT TABLE.

● STEP -5

   DRAG THE NEEDED DATA AND CREATE A PIVOT TABLE.

● STEP -6

   SELECT THE PIVOT TABLE AND CLICK ON INSERT.

● STEP-7

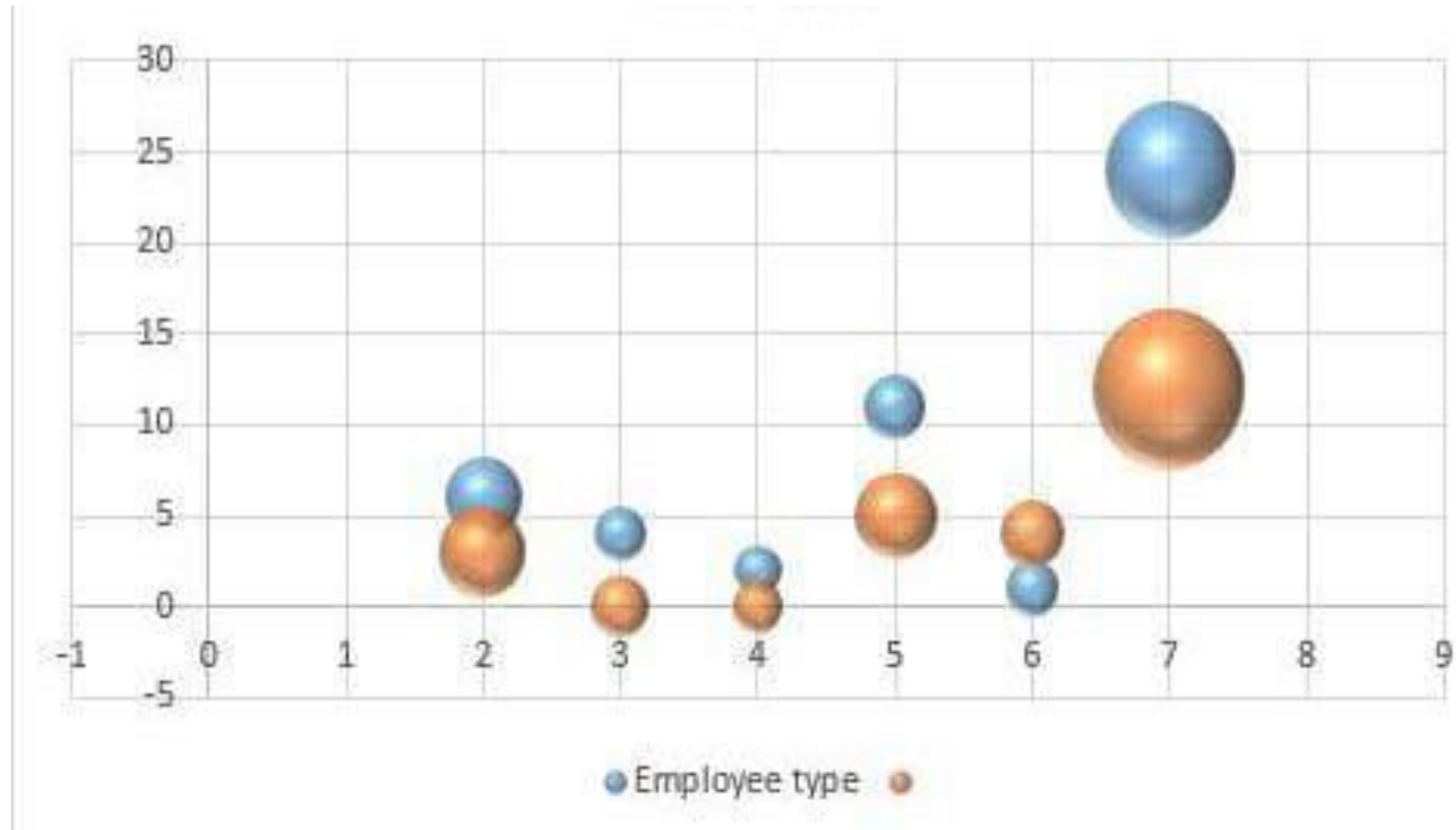   NOW CLICK ON THE CHART THAT YOU WANT.

● STEP -8

   THE CHART IS CREATED.

RESULTS
1.TABLE

SUM of Number of Dependents	Employee type			
Job Role	Fixed Term	Permanent	Temporary	Grand Total
Education	6	31	3	40
Finance	4	13	0	17
Healthcare	2	11	0	13
Media	11	20	5	36
Technology	1	15	4	20
Grand Total	24	90	12	126

2.BUBLE DIAGRAM

Conclusion

The dataset conclude an employee performance analysis, evaluate how effectively employees meet their role-specific objectives and contribute to team goals. Consider factors such as job type, responsibilities, and work hours to ensure fair assessment. This approach ensures a comprehensive view of performance, highlighting strength and identifying areas for development.

Overall, performance conclusions should reflect both achievements and areas needing improvement relative to their job expectations.it also shows employee's performance has demonstrated strong strengths in specific areas, it contributes positively to the team and shows potential for further growth.