

Employee Data Analysis using Excel



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PROJECT TITLE

**Employee performance based on
job level and work life balance
analysis**

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 is closely linked to job level, where higher levels often demand more complex skills and greater responsibility. Work-life balance place a crucial role in maintaining optimal performance across all job levels. Employees with a balanced life are generally more productive and engaged.



PROJECT OVERVIEW

Employee analysis involves examining the relationship between employee performance, job level, and work-life balance. It aims to identify how different job levels impact performance outcomes and how work-life balance influences productivity and job satisfaction.



WHO ARE THE END USERS?

- **HUMAN RESOURCES DEPARTMENT**
- **MANAGEMENT AND LEADERSHIP**
- **TEAM LEADERS AND SUPERVISORS**
- **EMPLOYEES**
- **EXECUTIVE LEADERSHIP**
- **BUSINESS ANALYSTS**
- **RECRUITERS**
- **COMPENSATION AND BENEFITS SPECIALISTS**



OUR SOLUTION AND ITS VALUE PROPOSITION



FILTERING- REMOVE VALUES

PIVOT TABLE - SUMMARY OF
EMPLOYEE PERFORMANCE

FLOW DIAGRAM - FINAL REPORT



Dataset Description

EMPLOYEE DATA SET- KAGGEL PORTAL

Employee ID: A unique identifier assigned to each employee.

Age: The age of the employee, ranging from 18 to 60 years.

Gender: The gender of the employee

Years at Company: The number of years the employee has been working at the company.

Monthly Income: The monthly salary of the employee, in dollars.

Job Role: The department or role the employee works in, encoded into categories such as Finance, Healthcare, Technology, Education, and Media.

Work-Life Balance: The employee's perceived balance between work and personal life, (Poor, Below Average, Good, Excellent)

Job Satisfaction: The employee's satisfaction with their job: (Very Low, Low, Medium, High)

Performance Rating: The employee's performance rating: (Low, Below Average, Average, High)

Education Level: The highest education level attained by the employee: (High School, Associate Degree, Bachelor's Degree, Master's Degree, PhD)

Job Level: The job level of the employee: (Entry, Mid, Senior)

THE "WOW" IN OUR SOLUTION



- ❖ **Our solution stands out by offering a user-friendly and visually engaging analysis of employee performance using Excel's advanced tools like pivot tables and charts.**
- ❖ **It provides actionable insights that can directly inform HR strategies, improving both productivity and job satisfaction across all job levels.**



MODELLING

- **STEP-1**
DOWNLOAD THE EMPLOYEE DATASET AND OPEN THE EMPLOYEE DATASET IN KAGGLE.
- **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 Company Tenure Work-Life Balance	Job Level			Grand Total
	Entry	Mid	Senior	
Excellent	197	262		459
Fair	816	576	439	1831
Good	482	518	489	1489
Poor	183	278		461
Grand Total	1678	1634	928	4240

2. FLOW DIAGRAM



conclusion

The analysis reveals a strong correlation between job level, work-life balance, and employee performance. Employees at higher job levels who maintain a good work-life balance tend to have better performance and job satisfaction.

The By leveraging Excel for this analysis, organizations can make informed decisions that promote both employee well-being and overall company success.