Employee Data Analysis using Excel

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PROJECT TITLE

Employee Performance Analysis Based On Business Unit And Performance Source 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

The purpose of conducting an employee performance analysis is to gain a deeper understanding of how employee performance varies across different segments of the organization and to identify the factors contributing to these variations.

PROJECT OVERVIEW

Employee performance analysis is a critical process for understanding how individuals contribute to the success of an organization. When this analysis is segmented by business unit and performance source, it provides valuable insights that can help optimize workforce management, improve productivity, and enhance overall organizational effectiveness.

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

LINE DIAGRAM - FINAL REPORT

Dataset Description

EMPLOYEE DATA SET- NAN MUDHALVAN PORTAL

EMPLOYEE ID- ALPHANUMERIC(TEXT)

NAME- ALPHABETICAL(TEXT)

GENDER- ALPHABETICAL(TEXT)

DEPARTMENT - ALPHABETICAL(TEXT)

SALARY - NUMERICAL

START DATE – ALPHANUMERIC(TEXT)

FTE- NUMERICAL

EMPLOYEE TYPE- ALPHABETICAL(TEXT)

EMPLOYEE LOCATION- ALPHABETICAL(TEXT)

current employee rating- NUMERICAL

title-ALPHABETICAL(TEXT)

business unit- ALPHABETICAL(TEXT)

performance rate-numerical

pay zone - ALPHABETICAL(TEXT)

employee type- ALPHABETICAL(TEXT)

employee status- ALPHABETICAL(TEXT)

THE "WOW" IN OUR SOLUTION

The pivot table divides performance scores by two roles: Area Sales Manager and Production Technician I. This segmentation makes it easy to see how performance varies between these specific roles.

Performance data is further broken down across various business units. This level of detail allows for precise comparisons, highlighting which business units contribute most significantly to each role's performance.

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
  FILTER FROM A TO Z ORDER.
- STEP -4
  SELECT THE ENTIRE DATA AND CLICK ON INSERT AND CLICK ON
  INSERT AND CLICK ON PIVOT TABLE TO CREAT 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
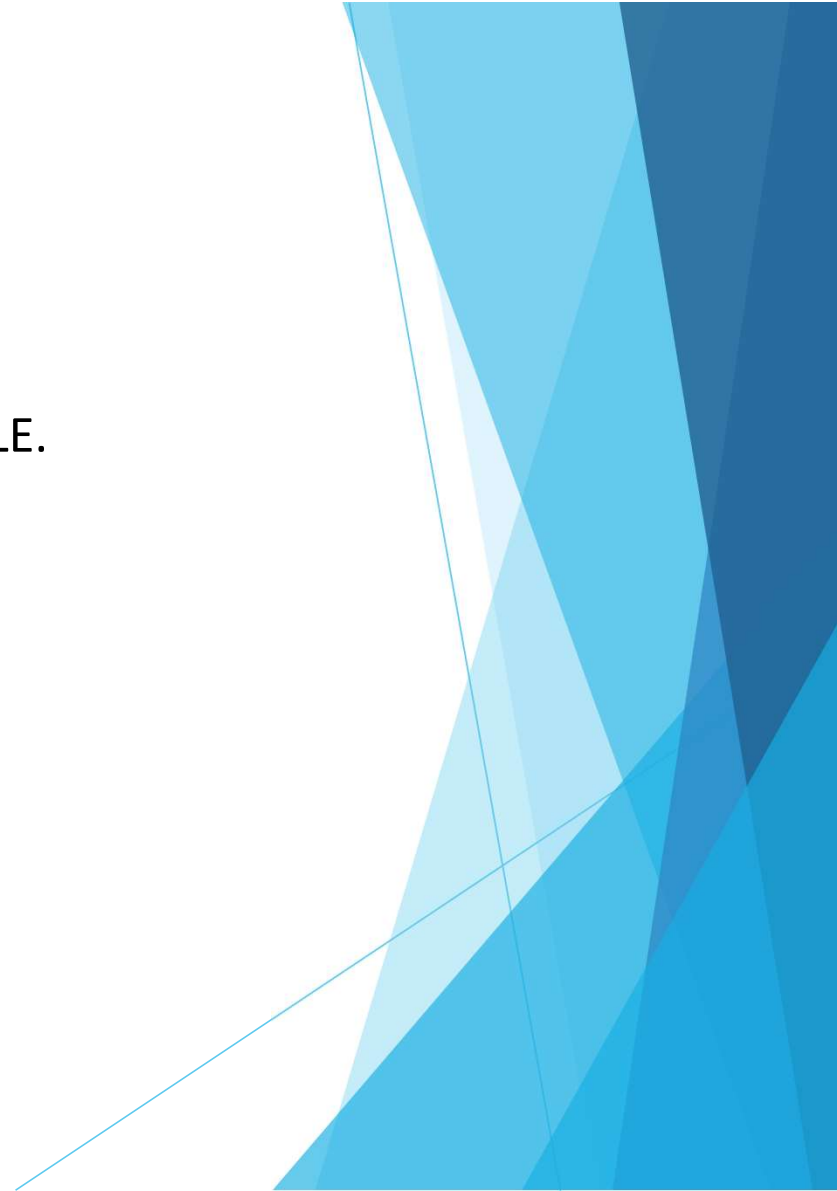
RESULTS
1. TABLE

Count of Performance Score	Column Labels										
Row Labels	BPC	CCDR	EW	MSC	NEL	PL	PYZ	SVG	TNS	WBL	Grand Total
Area Sales Manager	4	4	2	2	2	2	3	2	2	3	26
Production Technician I		1	1								2
Grand Total	4	5	3	2	2	2	3	2	2	3	28

2.LINE DIAGRAM

Conclusion

Significant Role Disparity:

The Area Sales Manager consistently outperforms the Production Technician I across all business units, as evidenced by the higher count of performance scores. This suggests that the Area Sales Manager role is either more critically evaluated or contributes more visibly to business unit performance.

Uneven Performance Evaluation:

The Production Technician I role shows limited performance data, only evaluated in two business units, indicating a potential gap in the evaluation process or less focus on this role's contribution, which may need addressing to ensure comprehensive performance management across all roles.