"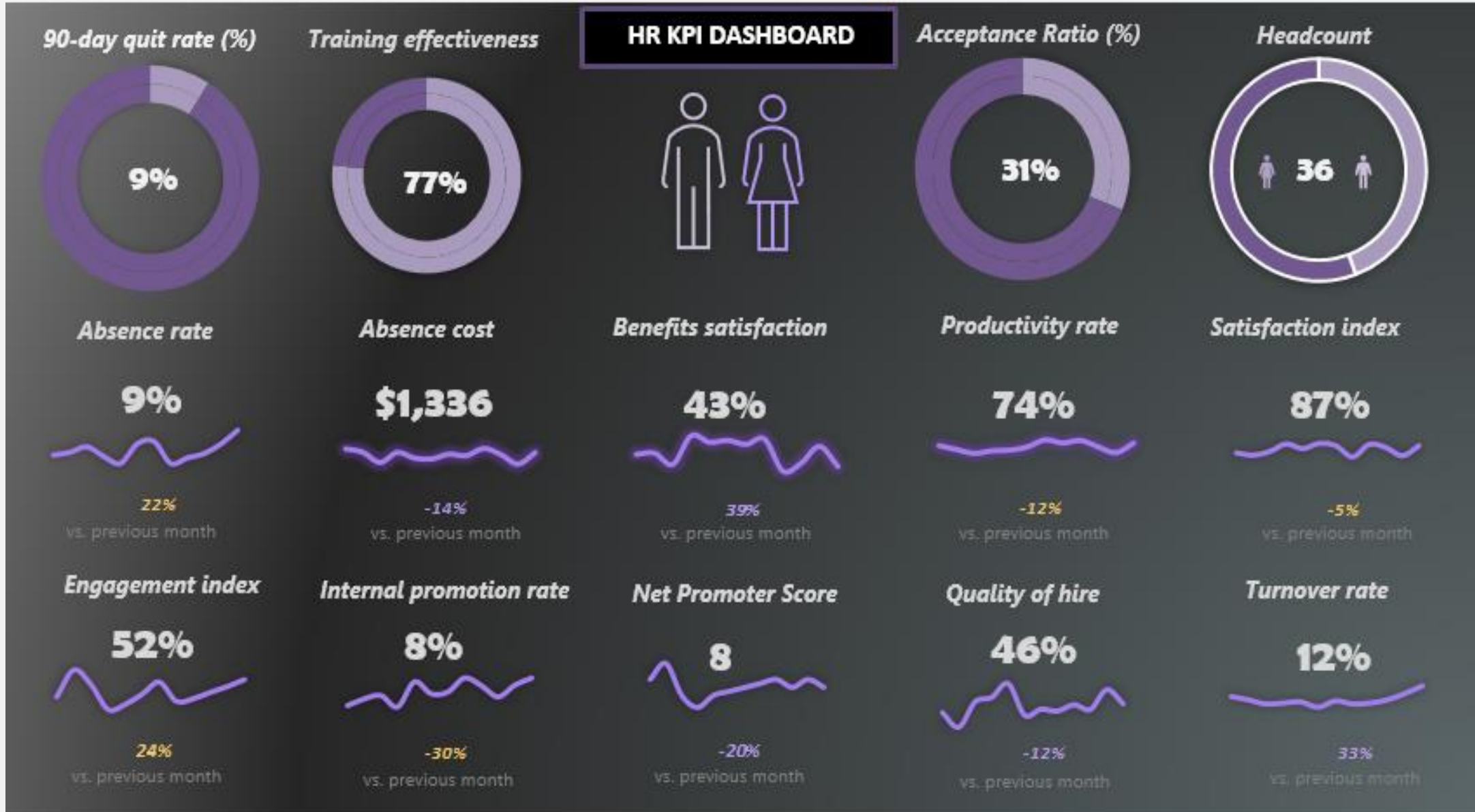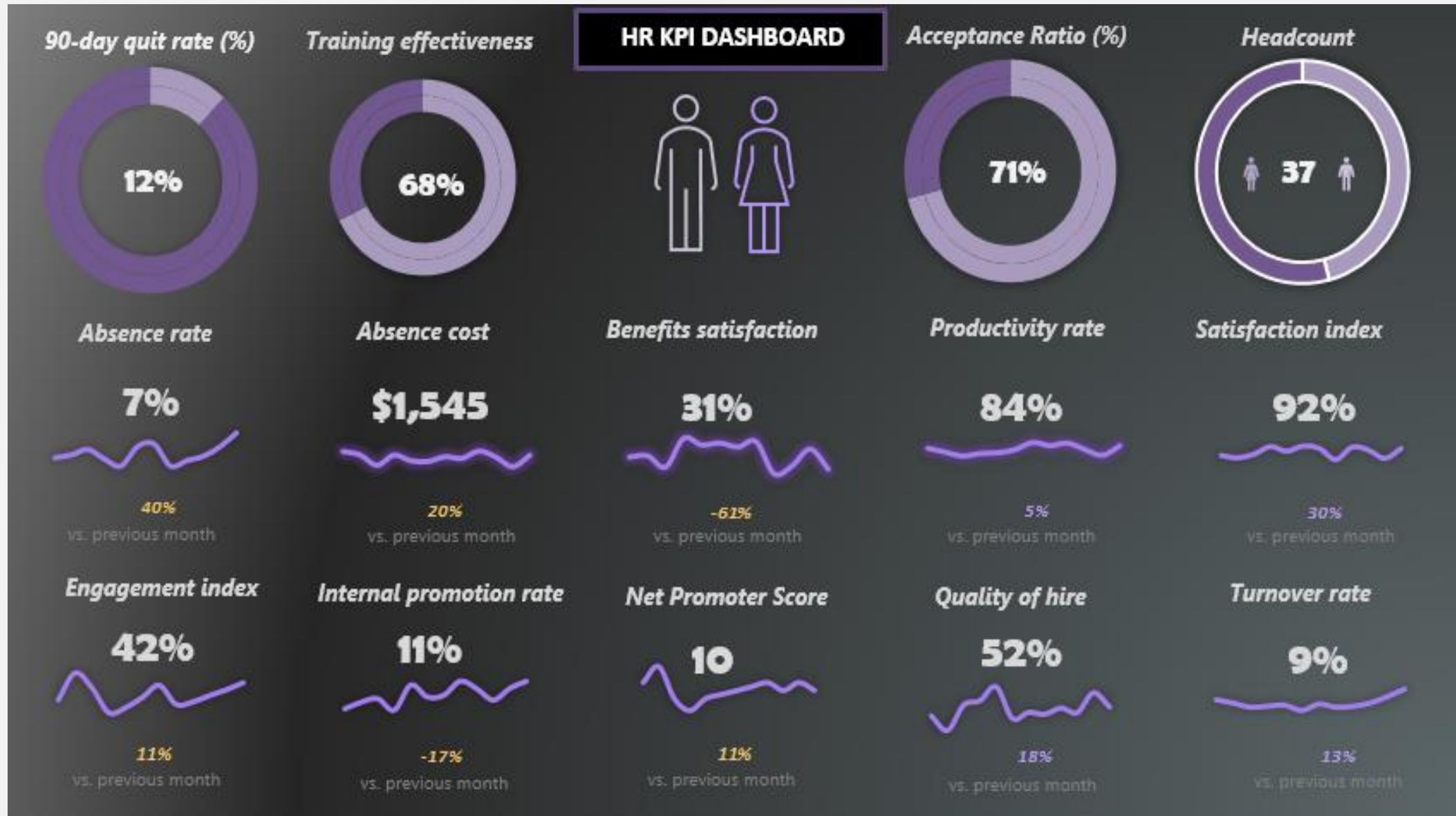This Excel dashboard transforms raw HR data into meaningful insights through dynamic charts, KPIs, and trend lines. Using Excel formulas, conditional formatting, and visuals, it tracks employee turnover, training effectiveness, and satisfaction — enabling users to monitor workforce performance and identify areas for improvement in an interactive, decision-ready format"

HR Vitals: Employee Performance Overview

HR KPI DASHBOARD

Oct

90-day quit rate (%) — 9%

Training effectiveness — 77%

Acceptance Ratio (%) — 31%

Headcount — 36

Absence rate — 9% — 22% vs. previous month

Absence cost — $1,336 — -14% vs. previous month

Benefits satisfaction — 43% — 39% vs. previous month

Productivity rate — 74% — -12% vs. previous month

Satisfaction index — 87% — -5% vs. previous month

Engagement index — 52% — 24% vs. previous month

Internal promotion rate — 8% — -30% vs. previous month

Net Promoter Score — 8 — -20% vs. previous month

Quality of hire — 46% — -12% vs. previous month

Turnover rate — 12% — 33% vs. previous month

HR Vitals: Employee Performance Overview

HR Vitals: Employee Performance Overview

BambooHR - Stores clean and raw data

		ID	KPI	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
		1	Absence rate	8%	9%	11%	8%	5%	12%	13%	5%	7%	9%	12%	17%
		2	Absence cost	1530	1413	1052	1405	1207	1180	1349	1288	1545	1336	1000	1400
		3	Benefits satisfaction	56%	58%	41%	84%	74%	77%	71%	79%	31%	43%	68%	38%
		4	Productivity rate	76%	70%	64%	68%	69%	74%	85%	80%	84%	74%	65%	80%
		5	Satisfaction index	78%	74%	80%	93%	85%	94%	90%	71%	92%	87%	73%	90%
		6	Engagement index	45%	87%	64%	25%	33%	49%	68%	38%	42%	52%	61%	72%
		7	Internal promotion rate	5%	7%	8%	5%	12%	8%	9%	13%	11%	8%	11%	13%
		8	Net Promoter Score	10	14	6	3	6	7	8	9	10	8	10	8
		9	Quality of hire	42%	24%	56%	61%	79%	39%	46%	44%	52%	46%	71%	53%
		10	Turnover rate	15%	12%	8%	9%	10%	5%	11%	8%	9%	12%	18%	25%
Progress Chart			90-day quit rate (%)	18%	15%	8%	9%	12%	5%	10%	16%	12%	9%	15%	11%
			Training effectiveness (%)	85%	80%	46%	48%	73%	68%	60%	61%	68%	77%	87%	92%
			Acceptance Ratio (%)	50%	42%	38%	67%	37%	57%	92%	90%	71%	31%	68%	81%
Chart			Male	16	20	18	18	16	16	15	20	17	16	18	18
			Female	17	20	15	18	16	16	20	15	20	20	18	17
			Headcount	33	40	33	36	32	32	35	35	37	36	36	35

HR Vitals: Employee Performance Overview

Calculation Notebook

ID	KPI	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Oct Variance (T-1)	Actual value	T-1 Value
1	Absence rate	8%	9%	11%	8%	5%	12%	13%	5%	7%	9%	12%	17%	22%	9%	7%
2	Absence cost	1530	1413	1052	1405	1207	1180	1349	1288	1545	1336	1000	1400	-14%	$1,336	1545
3	Benefits satisfaction	56%	58%	41%	84%	74%	77%	71%	79%	31%	43%	68%	38%	39%	43%	31%
4	Productivity rate	76%	70%	64%	68%	69%	74%	85%	80%	84%	74%	65%	80%	-12%	74%	84%
5	Satisfaction index	78%	74%	80%	93%	85%	94%	90%	71%	92%	87%	73%	90%	-5%	87%	92%
6	Engagement index	45%	87%	64%	25%	33%	49%	68%	38%	42%	52%	61%	72%	24%	52%	42%
7	Internal promotion rate	5%	7%	8%	5%	12%	8%	9%	13%	11%	8%	11%	13%	-30%	8%	11%
8	Net Promoter Score	10	14	6	3	6	7	8	9	10	8	10	8	-20%	8	10
9	Quality of hire	42%	24%	56%	61%	79%	39%	46%	44%	52%	46%	71%	53%	-12%	46%	52%
10	Turnover rate	15%	12%	8%	9%	10%	5%	11%	8%	9%	12%	18%	25%	33%	12%	9%
Progress Chart	90-day quit rate (%)	18%	15%	8%	9%	12%	5%	10%	16%	12%	9%	15%	11%	-25%	9%	12%
	Training effectiveness (%)	85%	80%	46%	48%	73%	68%	60%	61%	68%	77%	87%	92%	13%	77%	68%
	Acceptance Ratio (%)	50%	42%	38%	67%	37%	57%	92%	90%	71%	31%	68%	81%	-56%	31%	71%
Chart	Male	16	20	18	18	16	16	15	20	17	16	18	18	-6%	16	17
	Female	17	20	15	18	16	16	20	15	20	20	18	17	0%	20	20
	Headcount	33	40	33	36	32	32	35	35	37	36	36	35	-3%	36	37

Calculation for progress charts

90-day quit rate (%)			Training effectiveness (%)			Acceptance Ratio (%)			Headcount	
Actual value	9%		Actual value	77%		Actual value	31%		16	
Reminder	91%		Reminder	23%		Reminder	69%		20	

Data | Calculation | Dashboard