

Work-Life Balance and Engagement Analysis Dashboard Report

Brahim KHAIDER

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Abstract

This report analyzes work-life balance and employee engagement at Acme Corporation, using a dashboard to identify key areas for improvement. It covers metrics like work-life balance ratings, job involvement, relationship satisfaction, and overtime work, providing insights to enhance employee well-being and engagement.

1 Introduction

Achieving a balance between work and personal life, while keeping employees engaged, is vital for success. This report uses data from Acme Corporation’s dashboard to assess work-life balance and engagement across departments and roles, highlighting trends and areas for improvement to foster a supportive workplace environment.

2 Overtime Work Distribution and Attrition

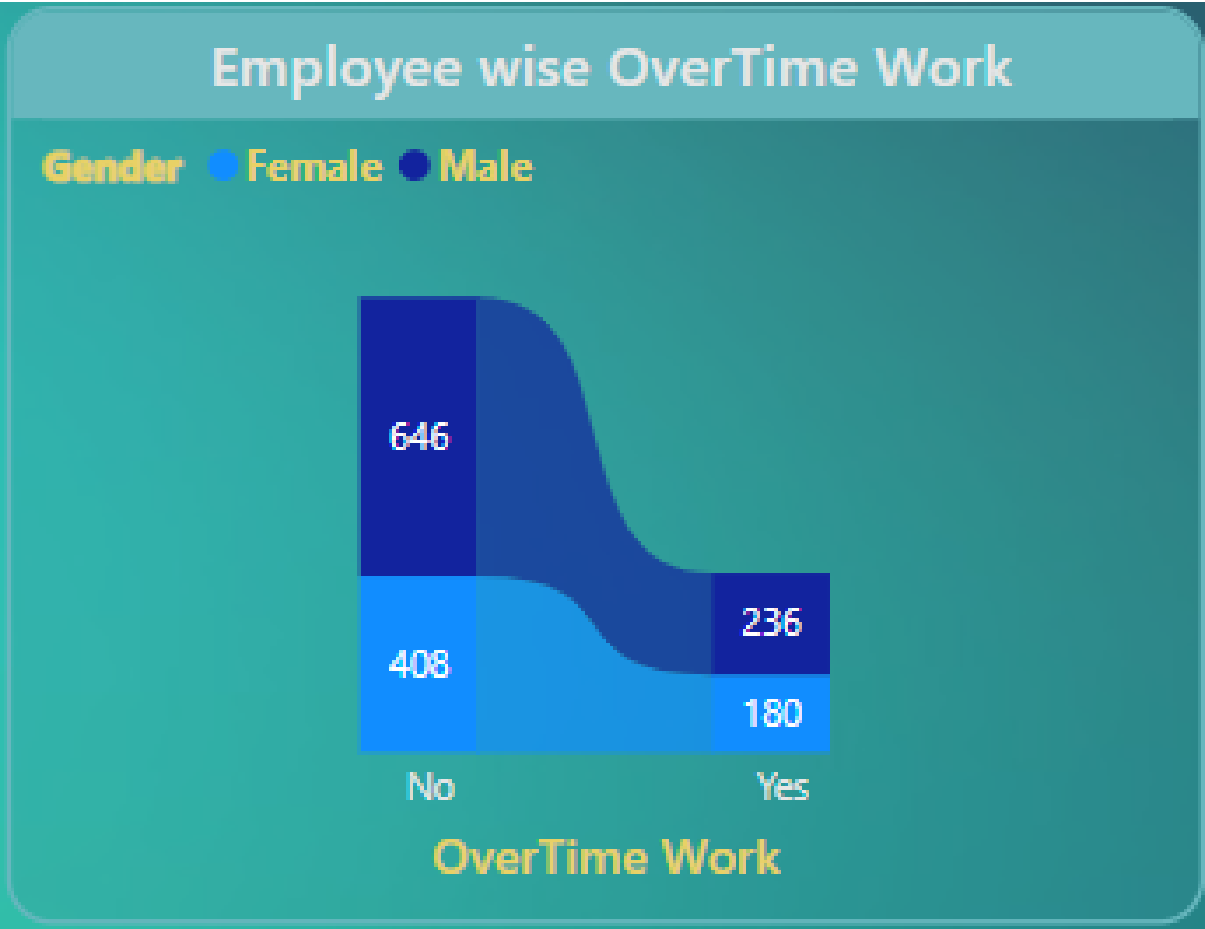


Figure 1: Employee-wise Overtime Work (by Gender)

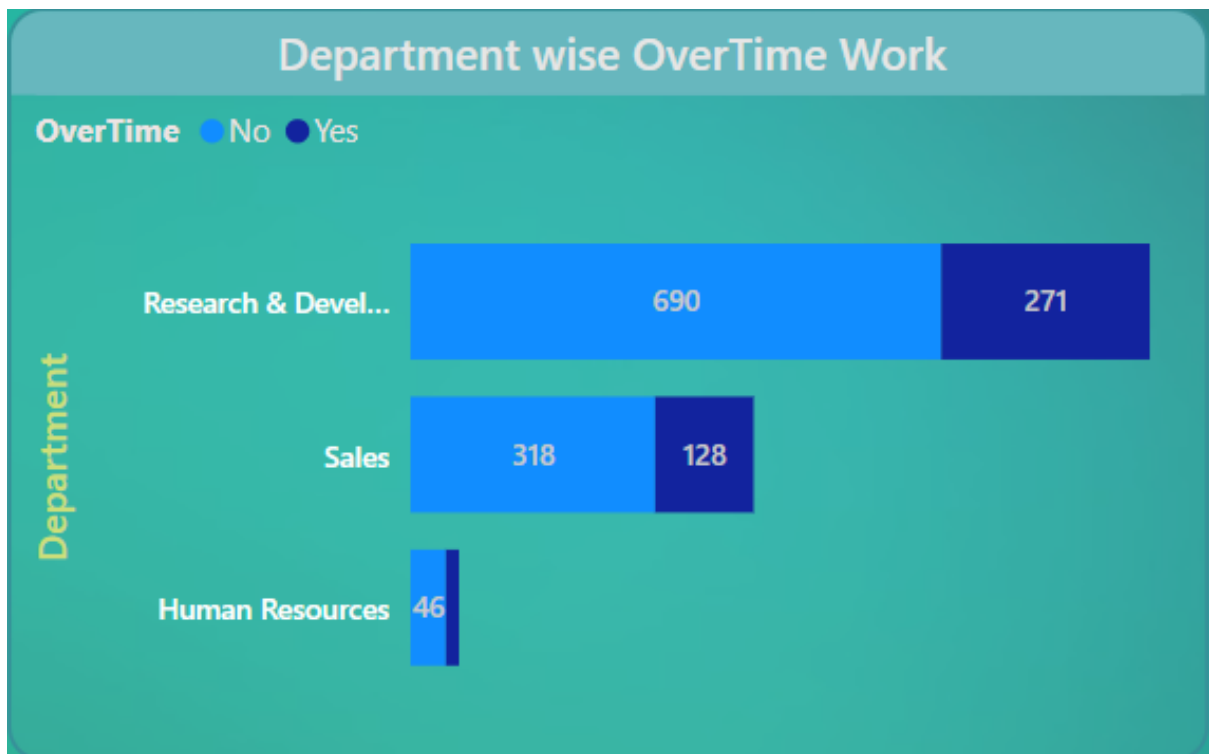


Figure 2: Department-wise Overtime Work

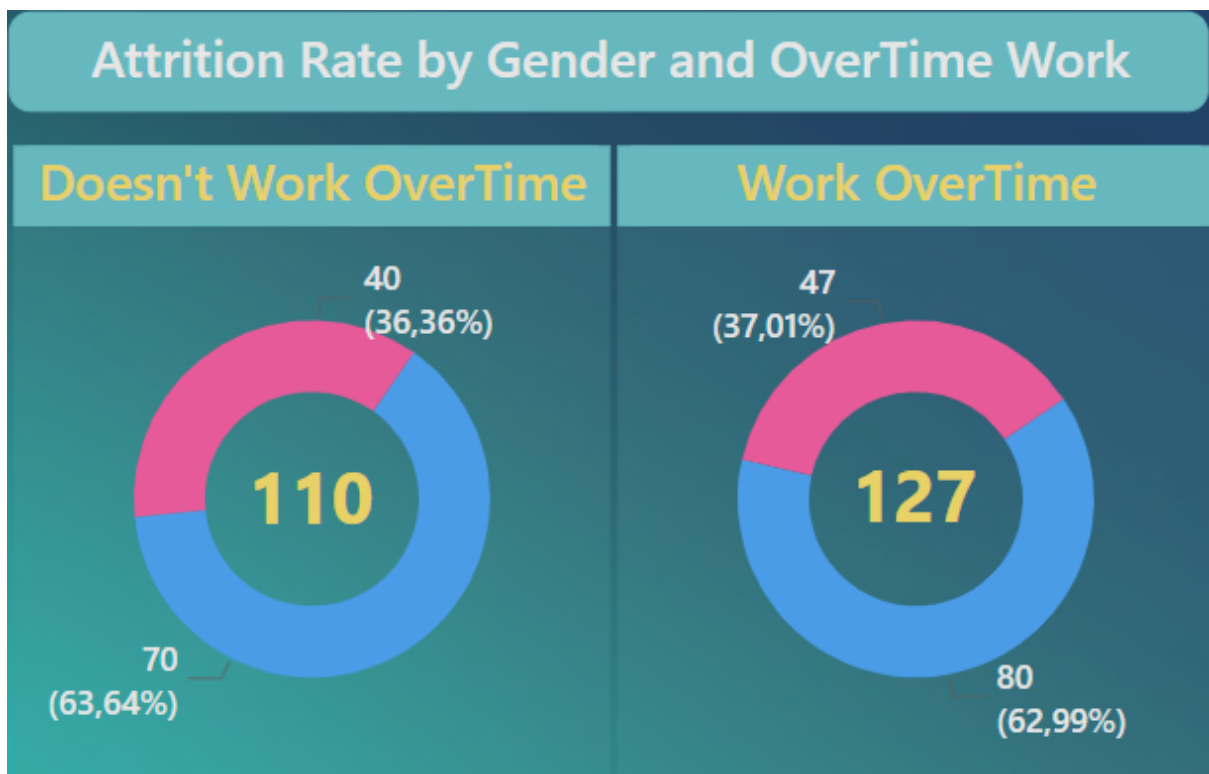


Figure 3: Attrition Rate by Gender and Overtime Work

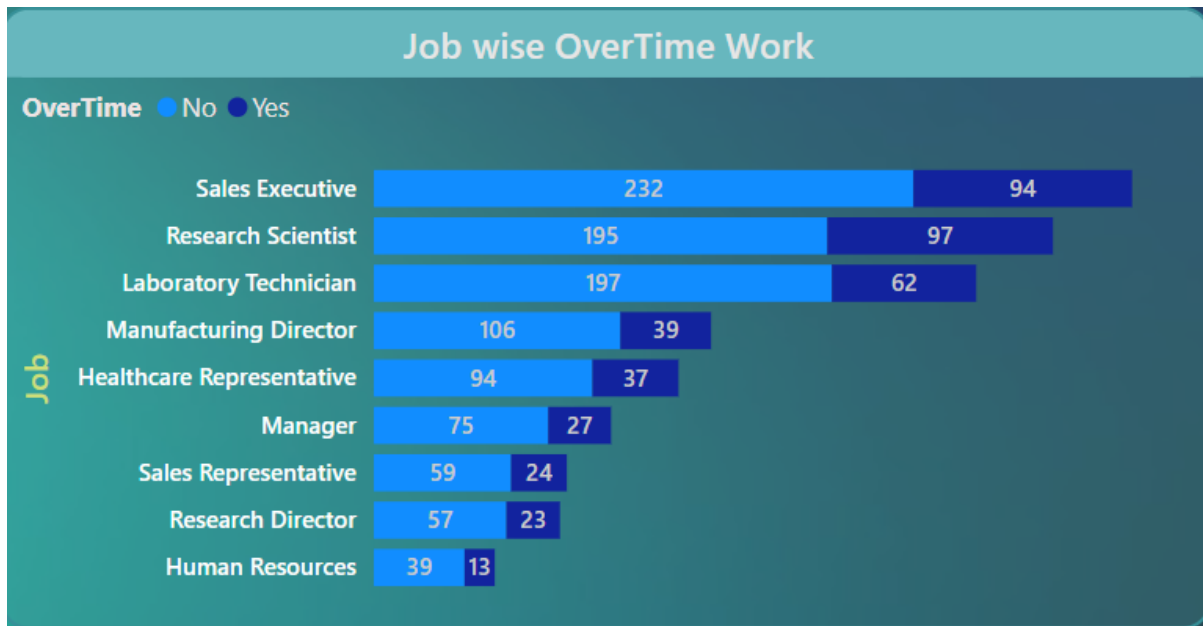


Figure 4: Job-wise Overtime Work

Insights and Analysis:

1. Overtime Distribution by Gender:

- A higher number of male employees work overtime compared to female employees.
- The proportion of employees working overtime is relatively low compared to those who do not work overtime.

2. Department-wise Overtime Work:

- The Research & Development department has the highest number of employees working overtime (271 out of 961 total employees in the department).
- The Sales department also has a notable number of employees working overtime (128 out of 446 total employees).
- The Human Resources department shows minimal to no overtime work, suggesting either different work expectations or adequate staffing levels to manage workload without overtime.

3. Attrition Rates and Overtime:

- The attrition rate is slightly higher for employees who work overtime (127) compared to those who do not (110).
- There is a similar distribution of attrition rates by gender among both overtime and non-overtime workers, indicating that overtime work may not be a significant differentiating factor in attrition rates by gender.

4. Job-wise Overtime Work:

- Sales Executives and Research Scientists have a significant number of employees working overtime, likely due to the nature of these roles requiring additional hours.
- Roles such as Laboratory Technicians and Managers also show considerable overtime, suggesting high workloads or specific project needs.
- The Human Resources department exhibits the least amount of overtime, indicating efficient workload management or sufficient staffing.

Recommendations:

1. Investigate and Address Overtime Causes:

- Conduct a thorough analysis to understand the reasons behind the high overtime in the Research & Development and Sales departments. Key factors to consider include workload, staffing levels, and project deadlines.
 - Specifically analyze why Sales Executives and Research Scientists are experiencing high overtime, looking into aspects like workload distribution and the nature of their projects.
2. Address Overtime-Induced Attrition:
 - Explore the potential link between overtime work and higher attrition rates. Consider offering flexible work options or additional compensation for overtime to mitigate burnout and enhance employee satisfaction.
 3. Promote Gender Balance in Overtime Work:
 - Identify and address any underlying issues contributing to the lower proportion of female employees working overtime. Ensure that overtime opportunities are equitable and that policies are fair and inclusive, avoiding any gender disparities.
 4. Optimize Workload Distribution:
 - Evaluate and optimize workload distribution to ensure overtime is necessary and not due to inefficiencies or poor planning. This can help reduce unnecessary overtime and improve overall work-life balance for employees.
 5. Monitor and Manage Overtime:
 - Implement regular monitoring systems to track overtime and its impact on employee well-being and engagement. Use this data to make informed adjustments to workloads and prevent burnout.
 6. Offer Flexible Work Options:
 - Provide flexible work arrangements, such as telecommuting or adjustable work hours, to help employees better manage their work-life balance, particularly in roles with high overtime demands.
 7. Ensure Adequate Compensation and Recognition:
 - Recognize and adequately compensate employees for overtime work through appropriate bonuses, overtime pay, or other incentives. This helps in acknowledging their extra efforts and maintaining morale.
 8. Regular Feedback and Surveys:
 - Conduct regular surveys and gather employee feedback to understand the impact of overtime on job satisfaction and overall engagement. Use the insights gained to refine policies and practices to better support employees.

3 Work-Life Balance

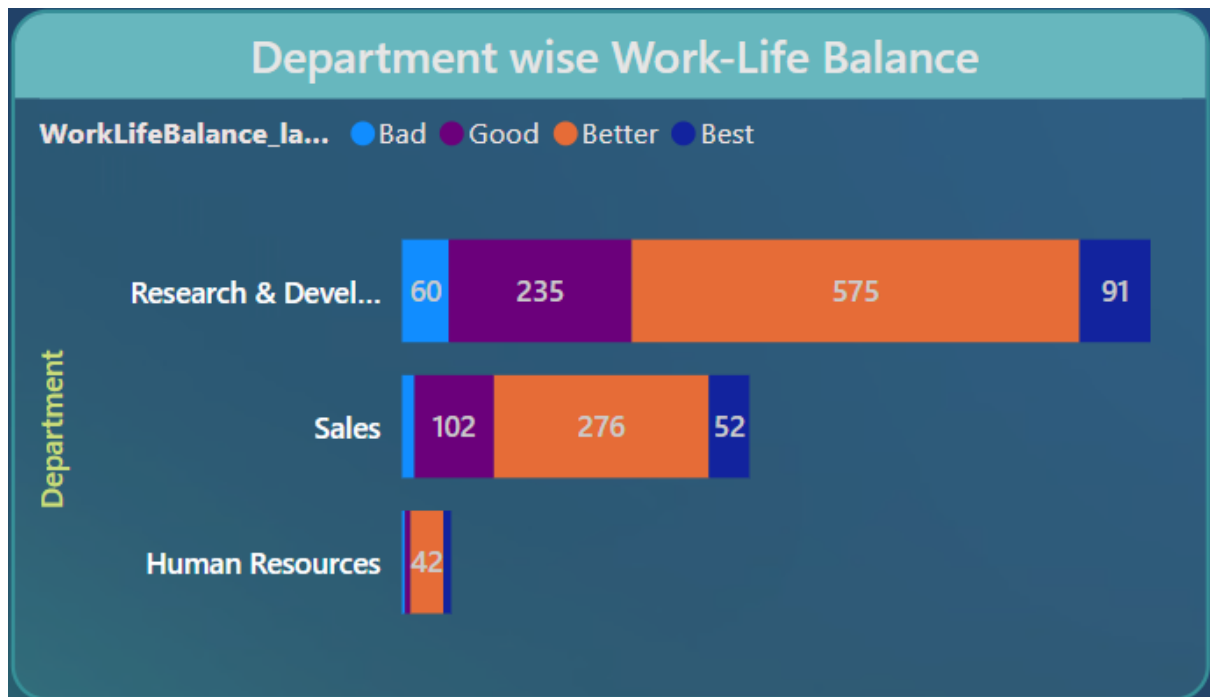


Figure 5: Department-wise Work-Life Balance

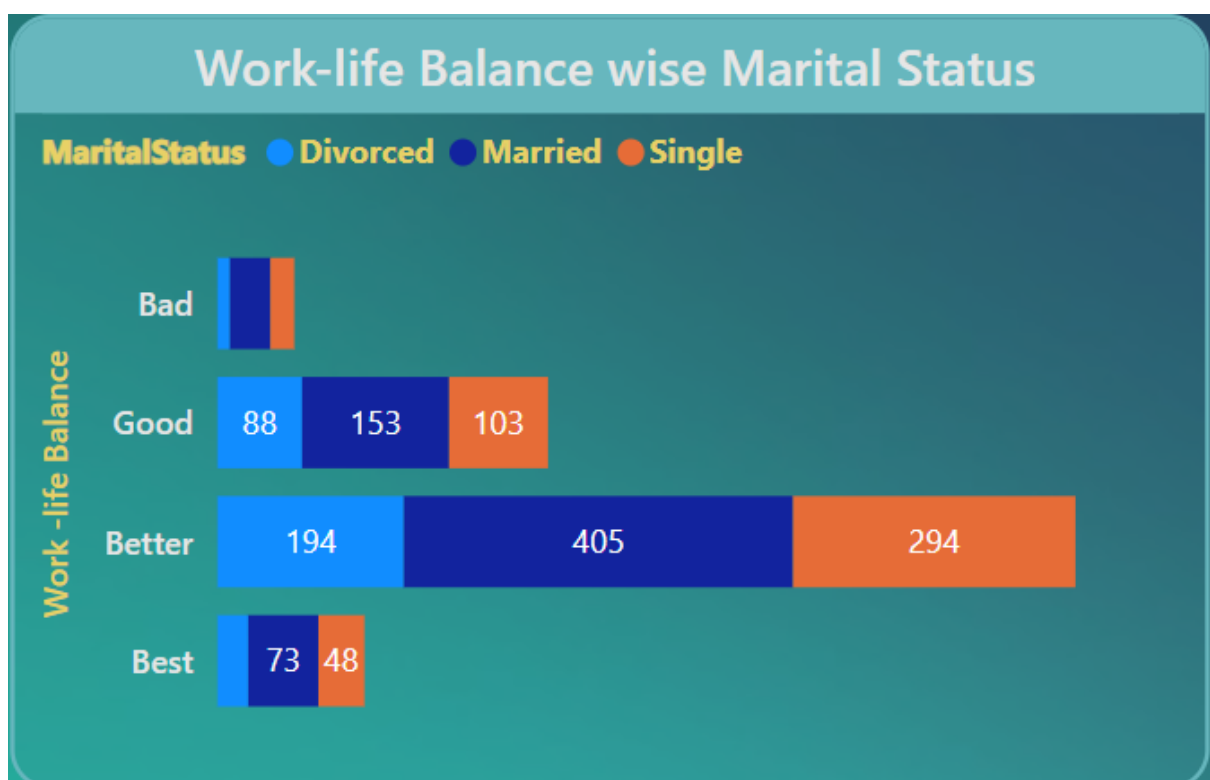


Figure 6: Work-Life Balance by Marital Status

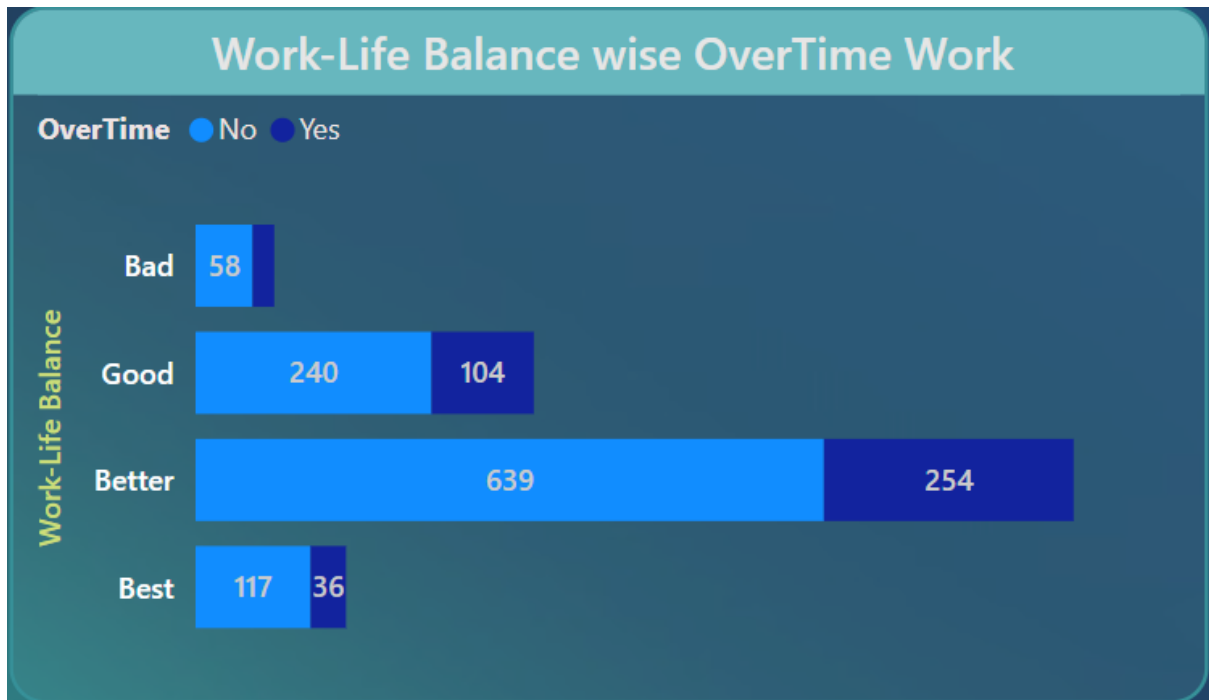


Figure 7: Work-Life Balance by Overtime Work

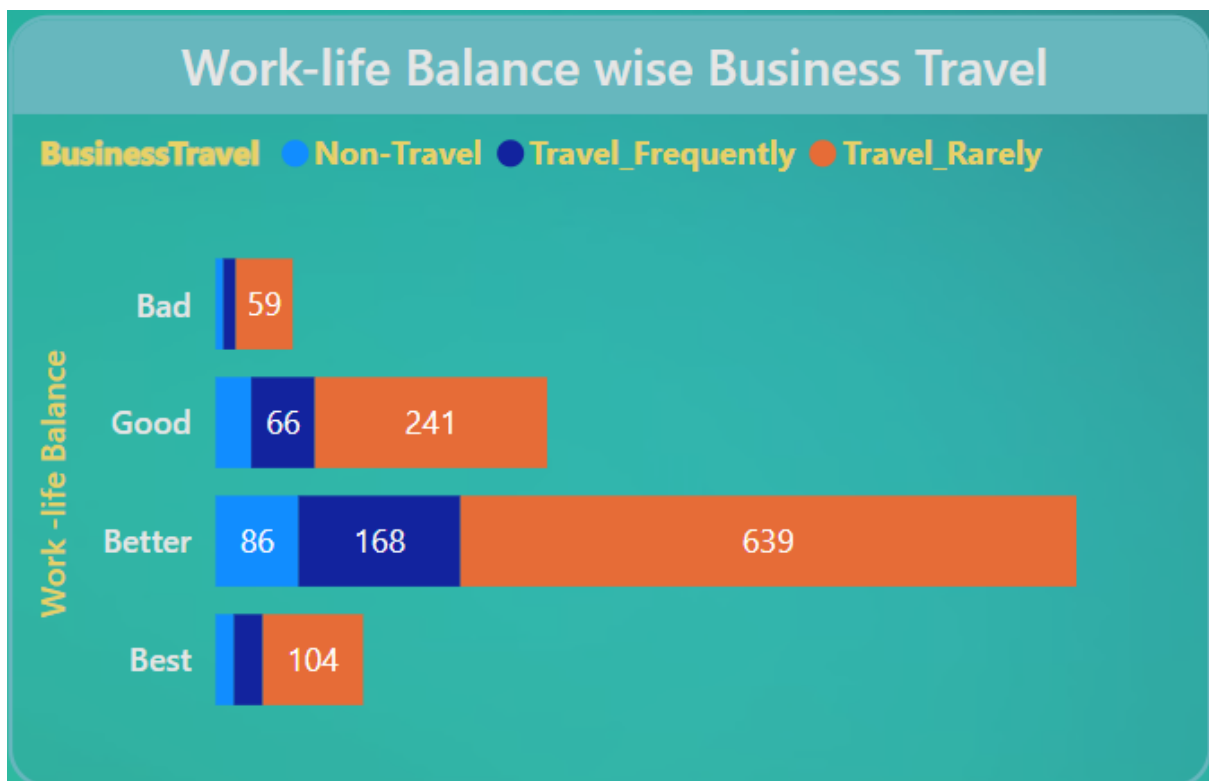


Figure 8: Work-Life Balance by Business Travel

Insights and Recommendations:

1. Department-wise Work-Life Balance:
 - The Research & Development department shows a significant number of employees with 'Better' work-life balance, while the Sales department has a noticeable number of employees with

'Bad' work-life balance. Human Resources shows all 'Bad' ratings, suggesting an issue in that department.

Recommendation:

- Investigate the factors contributing to the varying work-life balance across departments. Consider workload, management practices, and support systems.

2. Work-Life Balance by Marital Status:

- Divorced employees have a relatively balanced work-life satisfaction, with a notable number in the 'Better' and 'Best' categories. Married and single employees have more varied experiences.

Recommendation:

- Consider implementing family-friendly policies and flexible work arrangements to support employees, particularly those who are married or single and may be experiencing less balance.

3. Work-Life Balance by Overtime Work:

- Employees who work overtime generally have a lower work-life balance, with fewer reporting 'Best' or 'Better' work-life balance compared to those who do not work overtime.

Recommendation:

- Address the impact of overtime on work-life balance. Implement measures to reduce overtime and promote a healthier work-life balance, such as flexible working hours or additional time off.

4. Work-Life Balance by Business Travel:

- Employees who travel frequently tend to report poorer work-life balance, while those who travel rarely have better ratings.

Recommendation:

- For roles requiring frequent travel, consider implementing support mechanisms such as travel allowances, flexible schedules, or additional time off. This can help mitigate the impact of travel on work-life balance.

General Recommendations:

- Regular Monitoring: Continuously monitor work-life balance metrics across different employee groups and departments to identify trends and areas needing improvement.
- Employee Feedback: Gather regular feedback from employees to understand their needs and challenges related to work-life balance.
- Policy Adjustments: Adjust policies and practices based on data and feedback to enhance employee well-being and satisfaction.

4 Job Involvement

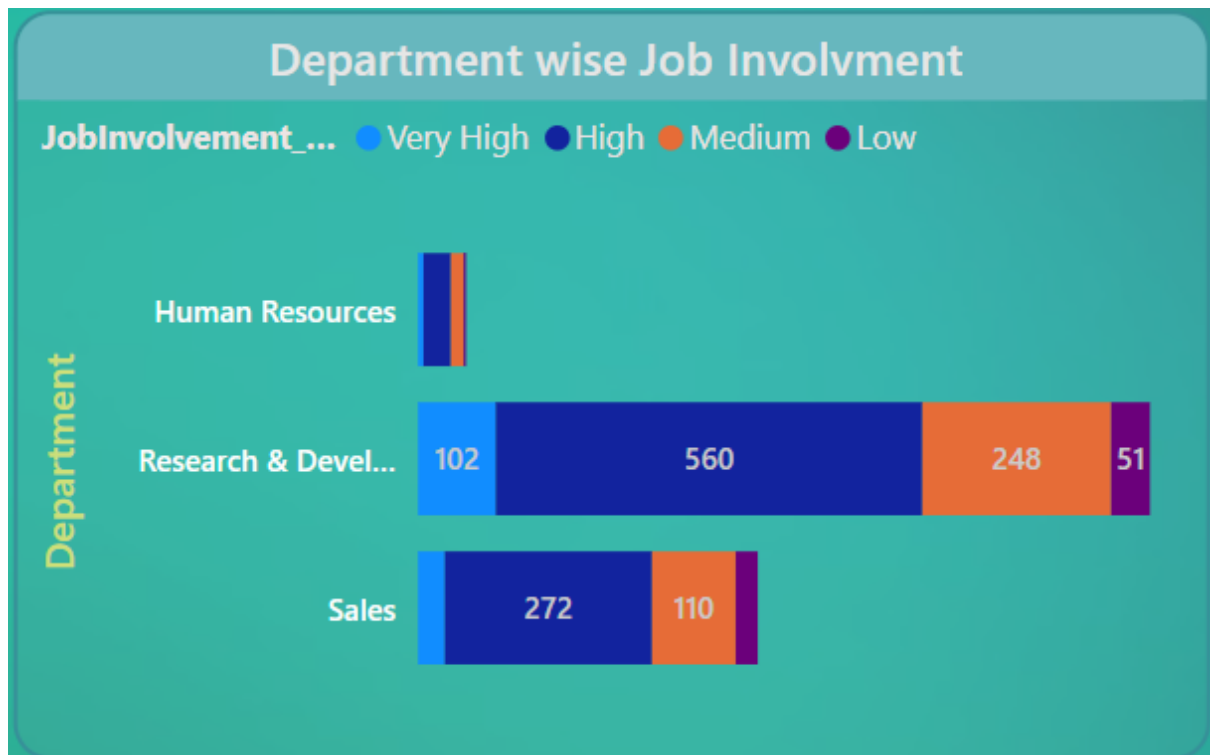


Figure 9: Department-wise Job Involvement

Job Involvement Rating					
JobRole	Low	Medium	High	Very High	Total
Healthcare Representative	7	37	71	16	131
Human Resources	3	14	30	5	52
Laboratory Technician	19	67	147	26	259
Manager	4	23	67	8	102
Manufacturing Director	8	42	83	12	145
Research Director	4	18	50	8	80
Research Scientist	12	71	173	36	292
Sales Executive	19	83	196	28	326
Sales Representative	7	20	51	5	83

Figure 10: Job Involvement Rating by Job Role



Figure 11: Job Involvement by Environment Satisfaction

Insights and Recommendations:

1. Job Involvement Variation Across Departments:

- The Research & Development department shows a wide range of job involvement levels, with a significant number of employees reporting high and very high involvement. The Sales department has a high concentration of very high involvement, indicating strong engagement in these areas.

Recommendation:

- Investigate the factors contributing to high job involvement in these departments, such as job roles, leadership, and work culture. This could help replicate successful engagement strategies in other departments.

2. Role-specific Job Involvement:

- Certain roles, such as Sales Executives and Research Scientists, have high levels of job involvement. Conversely, roles like Healthcare Representatives and Human Resources show lower levels.

Recommendation:

- Enhance job roles and responsibilities where involvement is low. Consider providing more challenging tasks, career development opportunities, and increased responsibilities to boost engagement.

3. Correlation Between Job Involvement and Environment Satisfaction:

- There is a clear correlation between higher job involvement and higher environment satisfaction. Employees who are more involved in their jobs tend to have higher satisfaction with their work environment.

Recommendation:

- Focus on improving the work environment across all levels of job involvement. This could include enhancing workplace facilities, fostering a supportive culture, and providing resources for personal and professional growth.

4. Addressing Low Job Involvement:

- Address the factors leading to low job involvement, particularly in roles and departments where it is prevalent. This may involve improving communication, offering more support, and ensuring that employees feel valued and connected to their work.
5. Regular Assessment and Feedback:
- Implement regular assessments and feedback mechanisms to monitor job involvement and environment satisfaction. Use this data to make informed adjustments to policies and practices that can enhance overall employee engagement and satisfaction.

5 Relationship Satisfaction



Figure 12: Department-wise Relationship Satisfaction



Figure 13: Relationship Satisfaction vs. Environment Satisfaction vs. Environment Satisfaction

Insights and Recommendations:

1. Consistency in Human Resources:

- The Human Resources department shows consistent relationship satisfaction, albeit with fewer data points. This may suggest either a smaller department size or a uniform perception of relationships within the team.

Recommendation:

- Conduct further qualitative research to understand the factors contributing to this consistency, whether positive or negative, and leverage this understanding to maintain or improve satisfaction levels.

2. Strong Relationships in R&D:

- The Research & Development department demonstrates strong workplace relationships, with a majority of employees rating their satisfaction as 'High' or 'Very High'.

Recommendation:

- Identify the key drivers of this satisfaction, such as effective leadership, teamwork, or supportive work culture, and consider applying these successful strategies to other departments.

3. Varied Satisfaction in Sales:

- The Sales department shows a wider spread of relationship satisfaction levels, with a significant number of employees experiencing lower satisfaction.

Recommendation:

- Investigate the causes of lower relationship satisfaction in Sales, possibly through focus groups or surveys, and develop targeted interventions to improve team dynamics and communication.

4. Correlation Between Relationship and Environment Satisfaction:

- A strong correlation exists between relationship satisfaction and environment satisfaction. Employees who rate their relationship satisfaction highly also tend to be more satisfied with their work environment.

Recommendation:

- Focus on improving both relationships and environment aspects simultaneously. This could involve team-building activities, enhancing physical workspace, and promoting a positive organizational culture.

5. Monitor and Improve Continuously:

- Regularly assess relationship satisfaction and its impact on other satisfaction metrics, like environment satisfaction. Use this data to continually refine strategies for improving the overall employee experience.

6 Conclusion

The Work-Life Balance and Engagement Dashboard provides valuable insights into the current state of employee satisfaction and engagement at Acme Corporation. By addressing the identified issues and implementing the recommended strategies, the company can enhance employee well-being, reduce turnover, and foster a more inclusive and supportive work environment. Continuous monitoring and feedback will be essential in adapting these strategies to meet evolving employee needs and maintain a positive organizational culture.