Employee Data Analysis using Excel

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PROJECT TITLE

Employee Performance Analysis 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 analysis is anaylsed to track the preformance of the employees for the betterment Of organisation and Individuals growth. Is a process used by the organizations to Give employees feedback on their job preformance and formally document that preformance.

Measures employees preformance
Role relevant Goal setting to gauge employee performance.
Goals are vital to preformance because good goals help engage employees in their work.
Set benchmarks
Give Employee a guide on how to improve and monitor their progress.

PROJECT OVERVIEW

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This employee preformance analysis is a strategy where employees preformance are analysed based on the Performance and giving them recognition is the one of the best way to motivate them like Increments, Promotion.
In case when the preformance are low Motivating them to Crack the goal.

WHO ARE THE END USERS?

EMPLOYEE EMPLOYER
ORGANIZATIONS
 IT SECTORS
 MANAGEMENT
MANGER
TOP LEVEL MANAGEMENT

OUR SOLUTION AND ITS VALUE PROPOSITION

CONDITIONAL FORMATTING – missing dates, where the blanks are filled up using conditional formatting process.

FORMULAS – To find the performance of the employees based on the Performance level of the each employees.

PIVOT TABLE – Is the summary of the data where coloumsfilled by performance level, rows by business unit, values by count of first name to get a specific results of particular portion of employees.

GRAPH – Days are visualized through Bar diagram and Pie charts. To have a detailed performance.

Dataset Description

EMPLOYEE DATA SET – KAGGLE
26 FEATURES
9 FEATURES
Name – text
Emp I'd – num
Emp Type
Start date and End date
Tilte
Supervisor
Email
Business unit
Employee status
Employee Type
Pay Zone
Employee classification type
Termination type
Termination description
Division
DOB
State

Job Function
Gender
Locationcode
Racedesc
Martial descPerformance score
Current employee Rating
Preformance level

THE "WOW" IN OUR SOLUTION

PREFORMANCE LEVEL **=IFS(Z8>=5,"VERY HIGH",
Z8>=4,"HIGH",Z8>=3,"MED",TRUE,"LOW")**

MODELLING

DATA COLLECTION

    1. KAGGLE – Employee Performance analysis

    2. Downloaded Data are (employee data , Employee engagement survey data, recruitment data, training and development data)

    3. Employee data

FEATURES

    1.Pivot tables

    2.Conditional Formatting

    3.Charts

    4.Sort and filter

    5.Data visualisations

    6.Slicers

    7.Keyboard shortcuts

DATA CLEANING

    1.Missing values

    2.Filter out missing values
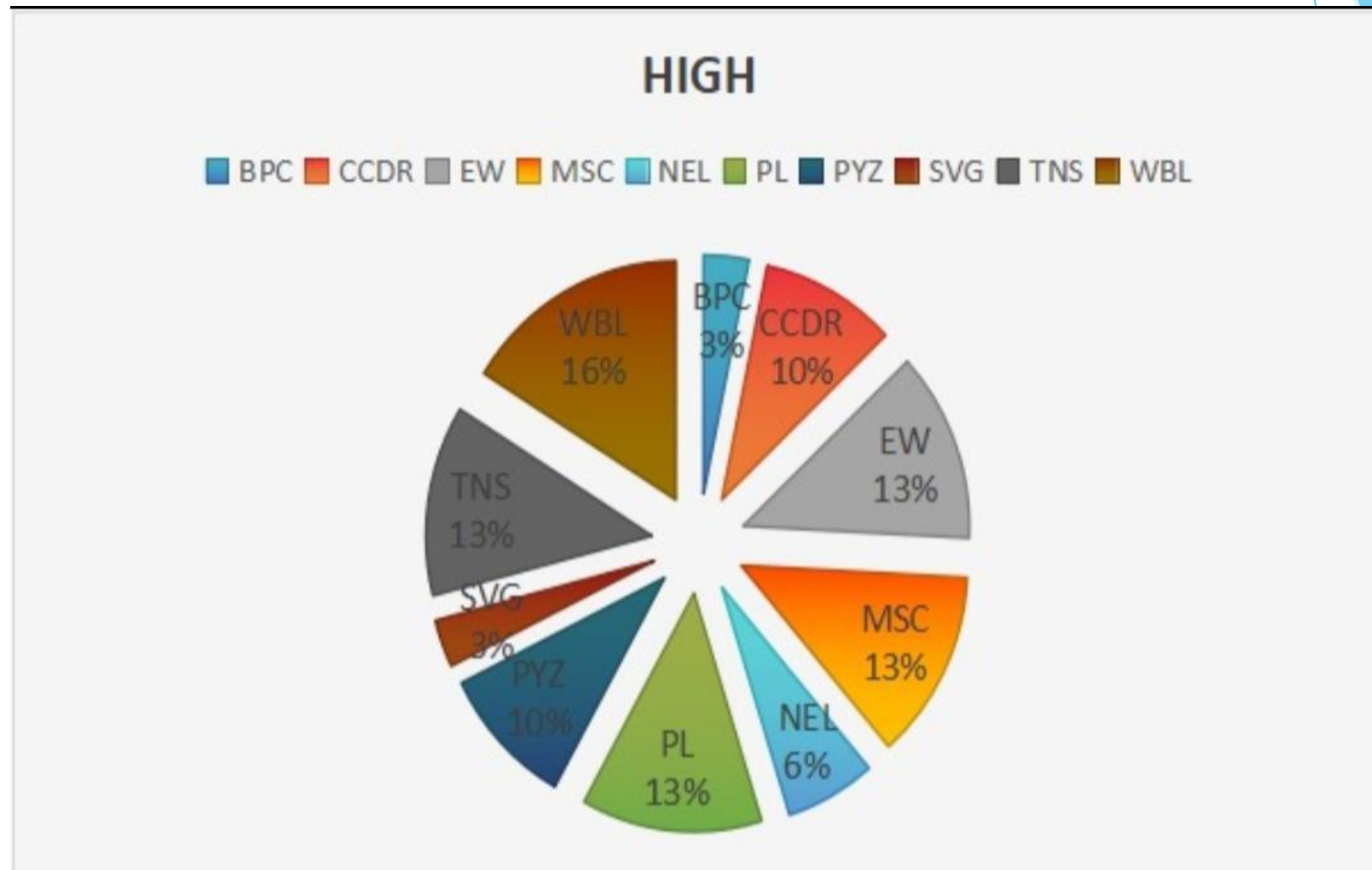
PREFORMANCE LEVEL
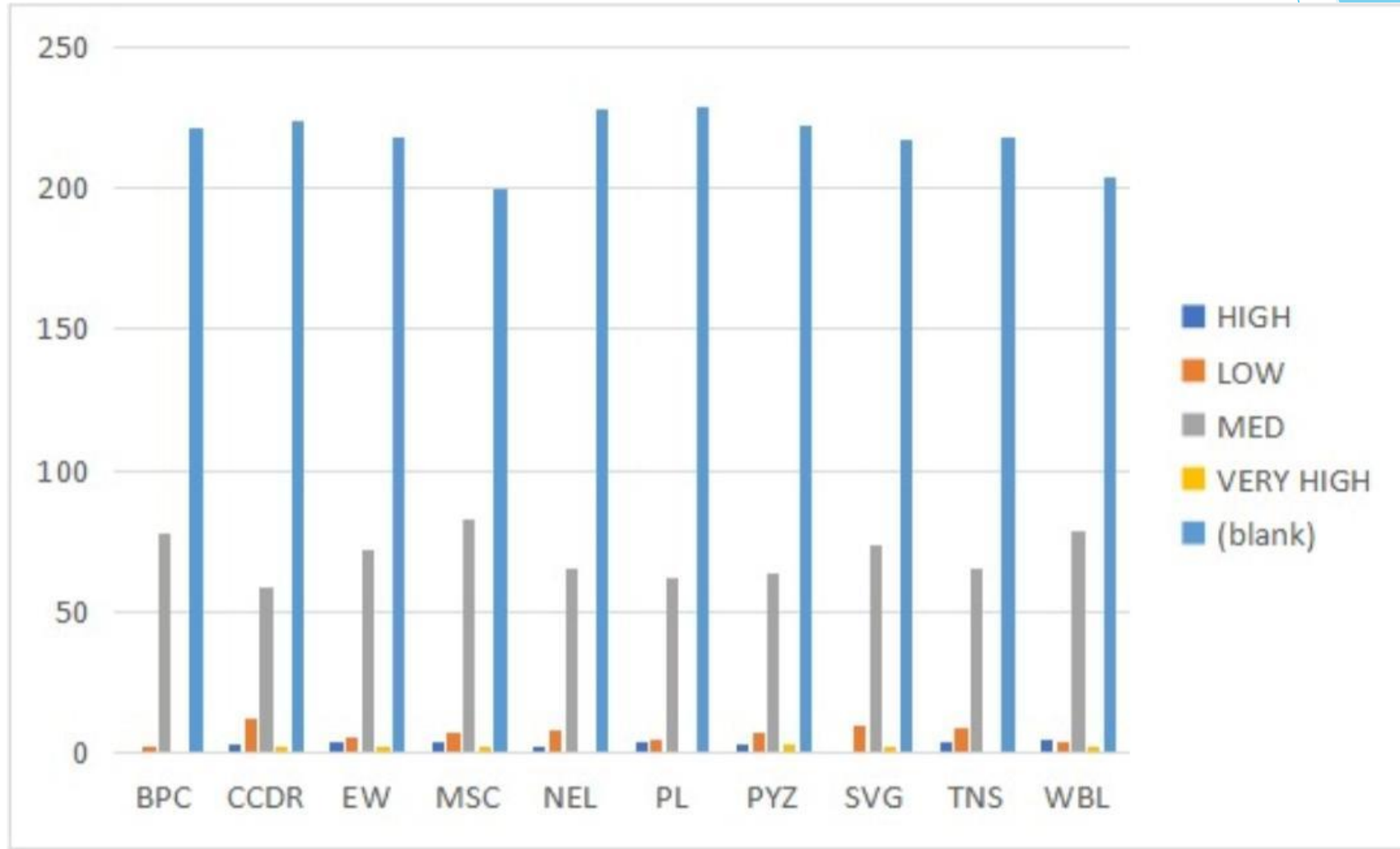   1.Formulas
    2.Pivot tables
SUMMARY
    1.Conditional formating to find the missing values
    2.Pivot tables to have clear performance of employee
    3.Data visualisations of employee performance analysis.

VISUALISATIONS
.   1.Bar diagram
    2.Pie charts
    3.Slicers

RESULTS

conclusion

While the preformance of the employees are identified bars on the data's visualisations .Performance analysis of employees is used to evaluate their performance and determine if they are meeting company expectations. It is used to:

Improve performance

Performance analysis can help identify areas for improvement and provide feedback to help employees improve their performance.

Maintain performance

Performance analysis can help ensure that employee performance remains at an acceptable level.

Make informed decisions

Performance analysis can help inform decisions about career development, compensation, promotions, and other HR-related matters.

Increase efficiency

Performance analysis can help identify problem areas and set goals, which can improve an employee's work and give them something to work toward.

Engage employees

Performance analysis can help engage employees by providing feedback and sharing information about the company's goals and strategies.

Enhance creativity and innovation

Performance analysis can help employees enhance their creativity and innovation in the workplace.