

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



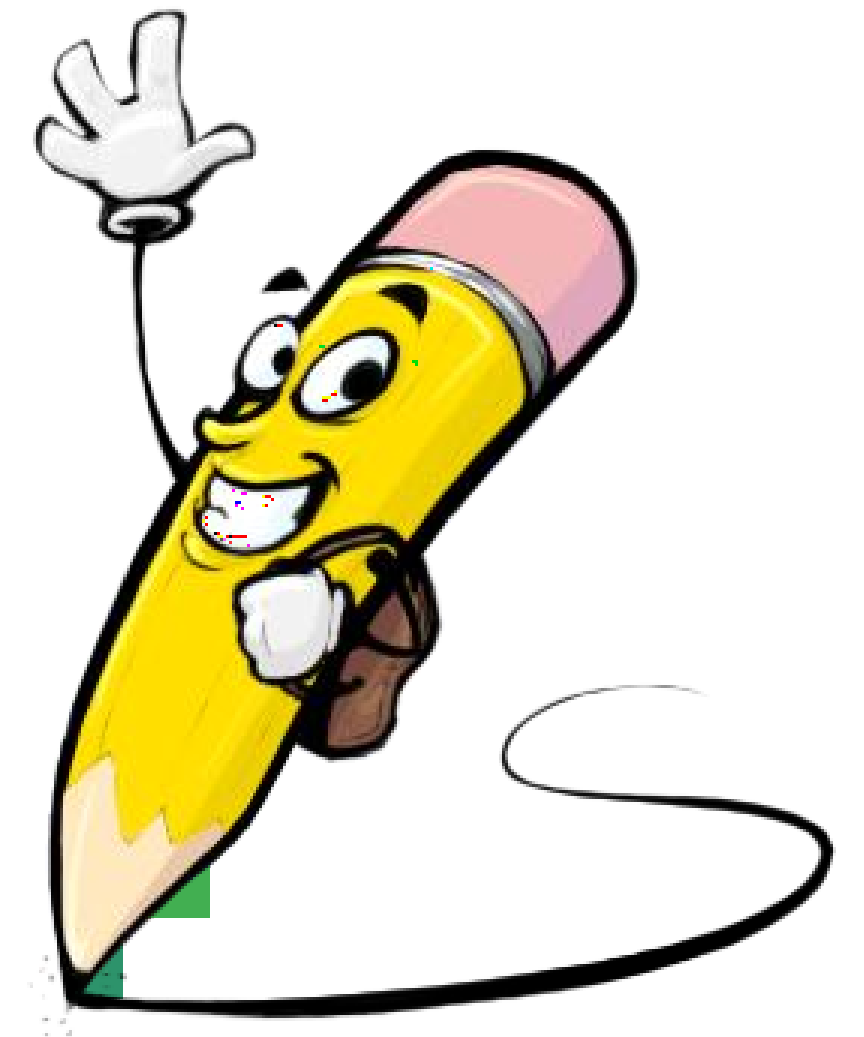
PROBLEM STATEMENT

- In an Company, the current employee performance evaluation system is subjective and lacks consistency, leading to unclear assessments and limited insight into employee effectiveness.
- This hinders accurate performance tracking, development opportunities, and alignment with organizational goals.
- The project aims to create a data-driven performance analysis system to standardize evaluations, provide actionable insights, and improve overall employee and organizational performance.



PROJECT OVERVIEW

- An Company faces challenges with its current performance evaluation system, which is subjective and inconsistent, resulting in unclear assessments and limited insights into employee effectiveness.
- This impacts accurate performance tracking, hampers development opportunities, and misaligns with organizational goals.
- The project aims to develop a data-driven performance analysis system that standardizes evaluations, offers actionable insights, and enhances both employee and organizational performance.
- This new system will provide a clearer, more objective view of employee performance, aligning assessments with company objectives and supporting targeted development initiatives.



WHO ARE THE END USERS?

The end users for the Employee Performance Analysis project are:

1. **HR Managers:** Responsible for overseeing the performance evaluation process, using the system to conduct assessments, and ensuring alignment with organizational goals.
2. **Team Leaders/Supervisors:** Utilize the system to evaluate their team members, provide feedback, and identify areas for improvement and development.
3. **Employees:** Receive performance evaluations through the system, gaining insights into their strengths, areas for improvement, and career development opportunities.
4. **Executives/Leadership Team:** Use aggregated performance data to make strategic decisions, monitor overall organizational performance, and ensure alignment with business objectives.
5. **Performance Analysts/Consultants :** Analyze performance data to provide deeper insights and recommendations for both individual and organizational performance improvements.

OUR SOLUTION AND ITS VALUE PROPOSITION



Conditional formatting: It is used to highlight the Missing cell values in the employee data base

Filter- It is used to remove the highlighted cell values in the employee data base

Formula: =IFS() This formula has been used to evaluate the Performance of the employees in the employee data base

Pivot: It is used to provide the Summary of the employee data set

Graph: It is used to vizualize the employee data set

Dataset Description

Employee data set=It is downloaded from Kaggle.
Totally there are 26 features available.
In that 9 features had been taken for data
visualization.

They are

- Empid- num
- Name-text
- Emp type
- Performance level
- Gender- Male and Female
- Employee rating - num

THE "WOW" IN OUR SOLUTION

Performance level:=IFS(Z1603>=5,"Very high",Z1603>=4,"High",Z1603>=3,"medium",Z1603>=2,"low",TRUE,"very low")



MODELLING

1. Data cleaning

- Missing value identified
- Removed the missing values

2. Feature collection: The features that has been taken into account are

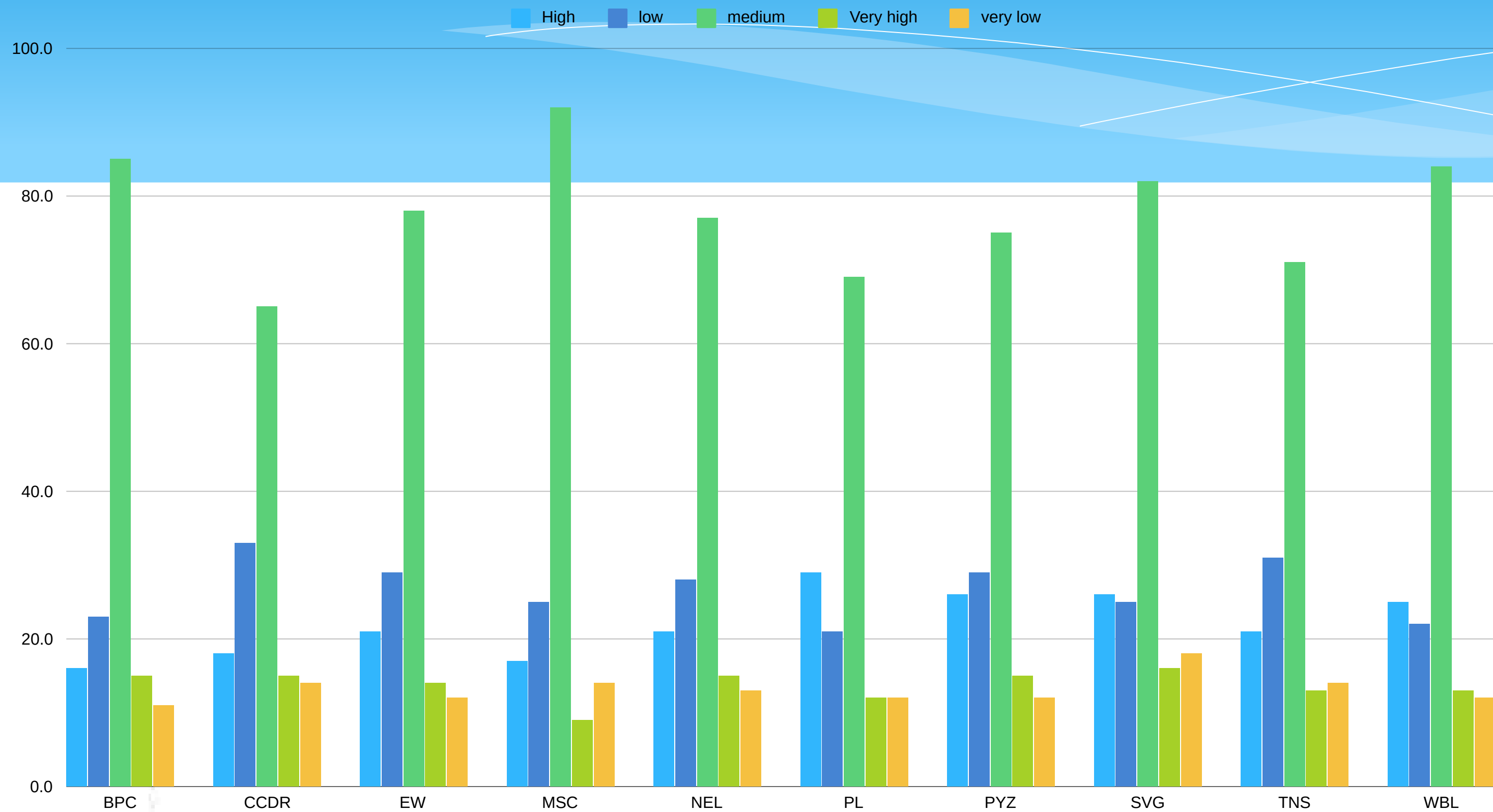
- Empid- num
- Name-text
- Emp type
- Performance level
- Gender- Male and Female
- Employee rating - num

3. Performance level: This feature has been added to enhance the data visualization

4. Summary: Therefore, the overall features has been analysed.

5. Visualization: Visualization has been made in charts and Line graph

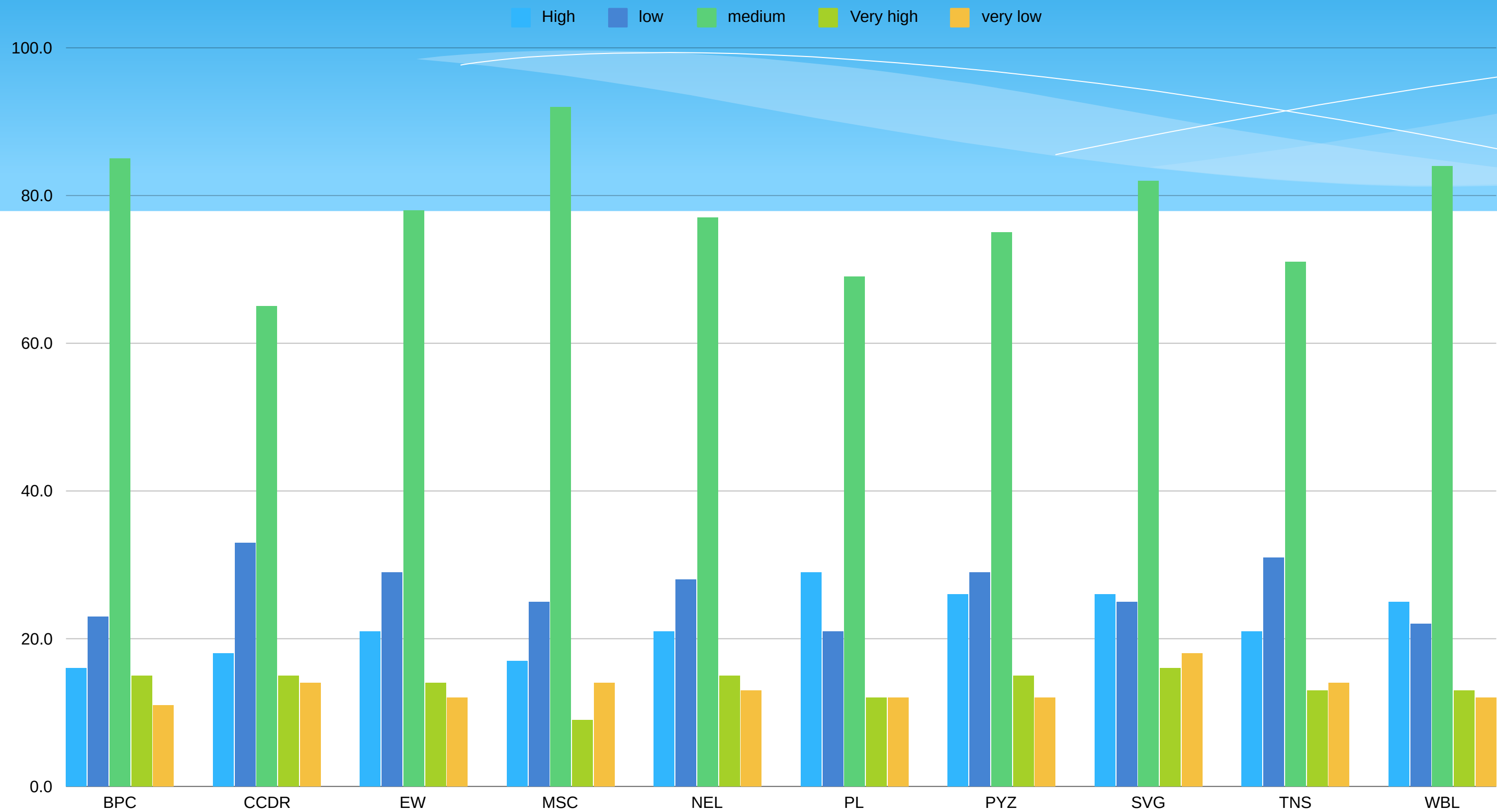
RESULTS



RESULTS



RESULTS



conclusion

- The Employee Performance Analysis project at this Company represents a crucial step toward transforming the performance evaluation process.
- By shifting from a subjective and inconsistent system to a data-driven approach, the project will enhance the accuracy and transparency of performance assessments.
- The new system will provide standardized metrics and actionable insights, enabling more effective tracking of employee performance, targeted development, and alignment with organizational goals.
- Ultimately, this project aims to foster a more motivated, productive workforce and drive improved organizational performance, positioning this Company for continued success in a competitive business environment.

INFERENCE FROM THE CHART

- **I will recommend to motivate the employee by giving different level of tasks based on performance .As a result the medium performing employees tend to increase their performance to High or very high.**
- **The trendline is also steady.So that I also recommend to engage the employees in a positive manner to improve their overall performance.**