Part-1

* I want create a meaningful executive summary based on the given data which I analysed using excel and created a dynamic and interactive dashboard .

**# 1st Step: -**

Employe sales data:

1. In job title replace Sr. manger to Sr. manager.
2. Split full name column data in to first name and last name by using split column option (Delimiter basis).
3. Add a new column by using conditional column function on exit date column to create active and exited

Employes specified column, according to the cells of the columns are contains the exit date are the exited

Employees and those columns are containing the “null” values are considered as a Active employees.

1. Extract only year from hire date column by using “Date” function of add column segment and chose Years.
2. Extract month name by using Hire date column, using “Date” function of add column by choosing the Date name

Option of Date function.

1. Extract name of the day from hire date column by using Date function of add column and select name of the day.
2. Add a new column “working day and weekends” by using conditional column option on day name “Sunday “

& “Saturday” will be the week end and rest of the days are working days.

1. By using standard on (salary) column and apply the multiplication on the column with (bonus %) columns add a new column named “bonus amount”.
2. By using standard on “salary” column and apply addition function with bonus amount and create a new column

As total salary.

1. Change type of currency on total salary column by change type > using locals.
2. Round down to round the value.
3. Insert text range on month name column to extract a new column “sort name of months”.

**#2nd Step: -**

Create pivot table based on the data set:

1. To get the data of country wise exited employees counts.
2. City wise active and in active employees counts.
3. Department wise count of employees.
4. Department wise total net salary pay.
5. Department wise total bonus amount pay to the employees.
6. Department wise total Gross salary pay to employees.
7. Total count of Active and exited employees.
8. Department wise top 3 average salaries.
9. Yearly hiring count of employees as well as there gender basis.
   * Calculate the total of employees by using measures.
   * Calculate the total net salary by using measures.
   * Calculate the total bonus amount by using measures.
   * Calculate the total gross salary by using measures.
   * Calculate the total average salary by using measures.
   * Calculate the total departments by using measures.
   * Calculate the total count of cities by using measures.
   * Calculate the total country by using measures.

Data Insights: A Quick Overview

🔍 Analyzing employee data can reveal valuable insights. From trends in hiring to department-specific performance, data-driven decisions are crucial.

📈 Key Findings:

Hiring peaked in Q2, with a surge in tech roles.

Marketing and Sales teams show high bonus payouts.

Fridays are the most active hiring days.

🚀 Recommendations:

* Optimize recruitment efforts in Q2.
* Foster cross-departmental collaboration.
* Invest in employee development.
* #DataAnalytics #HRInsights