Employee Data Analysis using Excel
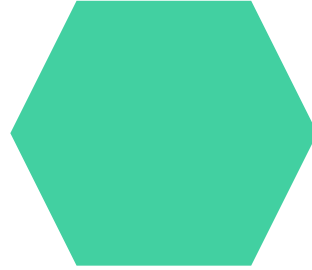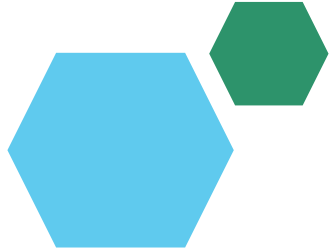
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PROJECT TITLE

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

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PROBLEM STATEMENT

The problem statement involves analyzing the distribution of employees across different departments and business units. The key points to address are:

1. **Distribution Analysis**: Understand how employees are distributed across various departments (Admin Offices, Executive Office, IT/IS, Production, Sales, Software Engineering) within each business unit.

2. **Departmental Focus**: Identify which departments have the highest and lowest number of employees overall and within each business unit.

3. **Business Unit Comparison**: Compare the distribution of employees between different business units to identify any significant disparities or patterns.

PROJECT OVERVIEW

The project involves analyzing employee distribution data across various departments and business units. Here's a brief overview: business unit, and the grand total for each department and business unit.

1. **Objective**: To examine and understand how employees are allocated across different departments and business units.

3. **Tasks**:

2. **Data Points**:
   - **Departments**: Admin Offices, Executive Office, IT/IS, Production, Sales, Software Engineering.
   - **Business Units**: BPC, CCDR, EW, MSC, NEL, PL, PYZ, SVG, TNS, WBL.
   - **Metrics**: Count of employees in each department within each

   - **Analyze Distribution**: Review the number of employees in each department across different business units.

WHO ARE THE END USERS?

The end users of this employee distribution data are likely:

1. **Human Resources (HR) Managers**: To manage staffing levels and address any imbalances in department allocations.
2. **Department Heads/Managers**: To understand the distribution of employees within their departments and across other departments.
3. **Operations Managers**: To analyze workforce allocation and optimize resource planning and departmental efficiency.
4. **Business Unit Leaders**: To evaluate employee distribution across different business units and make strategic decisions.
5. **Executive Leadership**: To gain insights into overall employee distribution for strategic planning and organizational development.

These stakeholders use the data to make informed decisions about staffing, resource allocation, and organizational structure.

OUR SOLUTION AND ITS VALUE PROPOSITION

Solution Overview:

The solution involves analyzing and optimizing the distribution of employees across various departments and business units. The aim is to address any imbalances and improve workforce efficiency.

Key Components:

1. **Data Analysis**:
   - **Assess Distribution**: Evaluate the current allocation of employees across departments and business units.
   - **Identify Imbalances**: Highlight any significant disparities or inefficiencies in staffing levels.

2. **Optimization Recommendations**:

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Dataset Description

The data provides a detailed count of employees across various departments within different business units. Here's a breakdown of the data description:

1. **Columns**:
   - **Business Unit**: Identifies different business units within the organization (e.g., BPC, CCDR, EW, etc.).
   - **Admin Offices**: Number of employees in administrative roles within each business unit.
   - **Executive Office**: Number of employees in executive roles.
   - **IT/IS**: Number of employees in Information Technology/Information Systems.
   - **Production**: Number of employees in production roles.
   - **Sales**: Number of employees in sales roles.
   - **Software Engineering**: Number of employees in software engineering roles.
   - **Grand Total**: Total number of employees in each business unit across all departments.

THE "WOW" IN OUR SOLUTION

The "Wow" in Our Solution:

1. **Comprehensive Analysis**:
   - **Detailed Insight**: Our solution offers a thorough analysis of employee distribution across various departments and business units, providing a clear understanding of staffing levels and departmental focus.

2. **Strategic Optimization**:
   - **Efficient Resource Allocation**: By identifying and addressing imbalances, our solution helps optimize workforce allocation, ensuring that departments are staffed appropriately according to their needs.

3. **Data-Driven Recommendations**:
   - **Actionable Insights**: We provide specific

MODELLING

Modeling Approach for Employee Distribution

Objective: To create a model that optimally distributes employees across departments and business units, ensuring efficiency and balance.

**Steps for Modeling**:

1. **Data Analysis and Preparation**:
   - **Summarize Data**: Aggregate the employee counts for each department across business units.
   - **Clean Data**: Check for anomalies or inconsistencies and ensure data accuracy.

2. **Define Key Metrics**:
   - **Departmental Distribution**: Calculate the proportion of employees in each department relative to the total for each business unit.
   - **Workforce Ut
needs of each department and business unit.

RESULTS

■	BPC
■	CCDR
■	EW
■	MSC
■	NEL
■	PL
■	PYZ
■	SVG
■	TNS
■	WBL
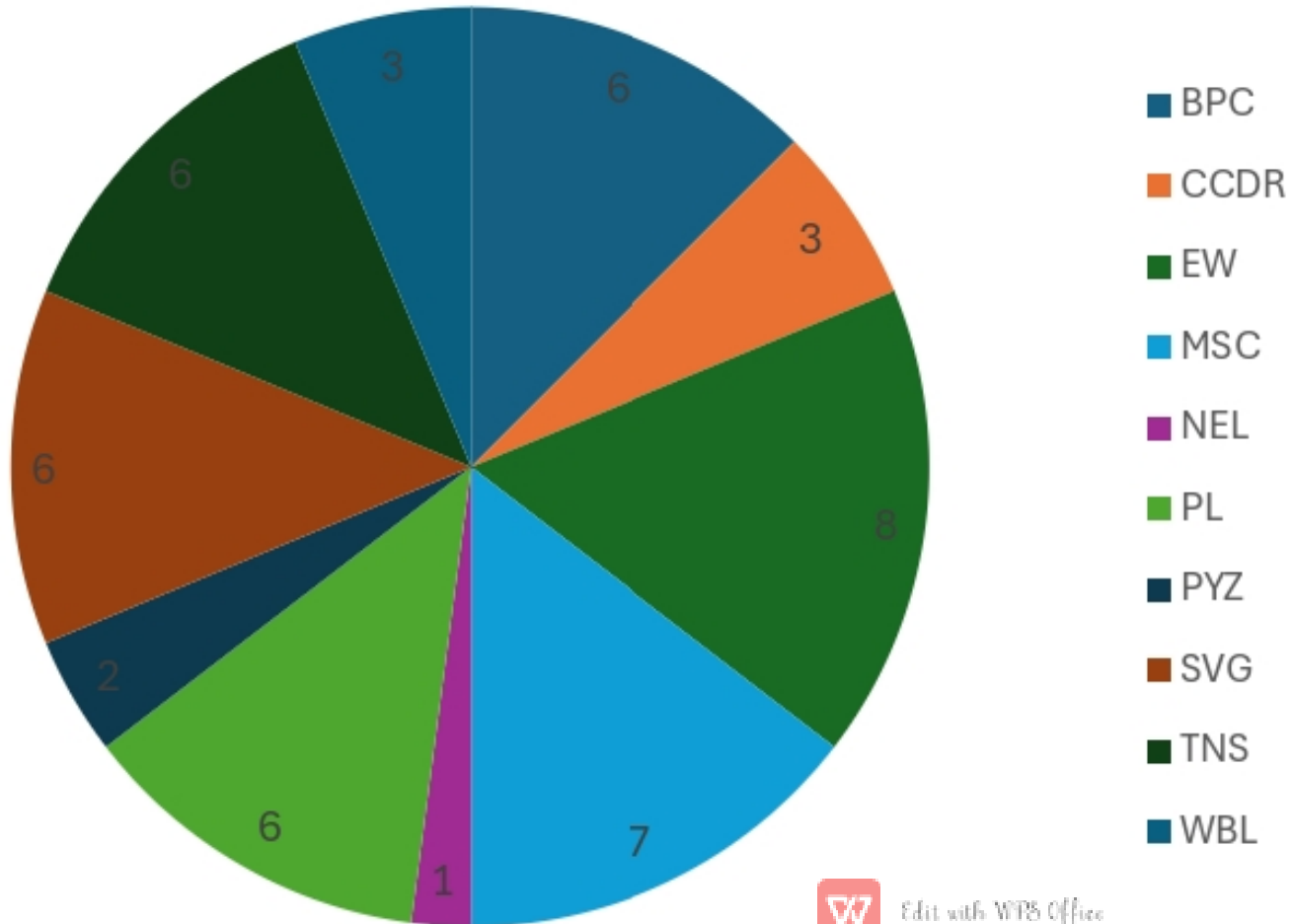
conclusion

The data shows a summary of employees across different departments and business units. Here are the key points:

1. **Departmental Distribution**: The largest number of employees are in the Production department (1,014 employees), followed by Sales (164 employees) and Software Engineering (64 employees).

2. **Business Units**: The total number of employees is 1,533. The business units vary in their size and distribution across departments.

3. **Highest Total**: The business unit with the highest total number of employees is SVG (167 employees), while the smallest is NEL (154 employees).