# HR Analytics Dashboard

### HR Dashboard Insights

- ➤ Workforce Composition The company employs 1,470 staff, with 60% male and 40% female, showing a moderate gender gap.
- ▶ Promotion & Attrition Risk 72 employees (4.9%) are due for promotion, while 117 employees (8%) are at retrenchment risk, heavily concentrated in Sales and R&D departments.
- **▶ Job Levels & Tenure** − Most employees are clustered in **Level 1 and Level 2 roles** (>70%), with a significant portion having 1–5 years of service.
- ► Engagement & Performance 84.6% of employees show high job ratings, but overtime does not strongly correlate with performance, indicating potential workload imbalance.

### Problem Statement

HR departments often struggle to track employee distribution, promotions, and attrition risks in one place. Without clear insights, it becomes difficult to identify workforce gaps and plan retention strategies. Employee satisfaction and performance trends are not easily visible in traditional reports. The HR Dashboard provides a consolidated view of key metrics, enabling data-driven workforce planning and decision-making.

Dataset: <u>Datasets</u>

## KPI's Requirement

We need to analyse key indicators for our HR Analytics data to again insights into our business performance. Specifically, we want to calculate the following metrics:

- Total Employees
- Total Male employees
- Total Female employees
- Due for Promotion
- Not Due for promotion
- On service
- Retrench
- Performance Status-Percentage of High Rating employees, Percentage of Low Rating employees

### Charts Requirement

We would like to visualize aspects of our HR Analytics data to again insights and understand key trends. We have identified the following requirements for creating charts:

- Total Emp by job levels
- Service year of employees
- Total emp by distance status
- Will be retrenchment and due for promotion by department
- Total emp by job satisfaction survey
- Total emp by overtime



Total Employees

1,470



Male

882

60%



Female

588

40%

**Home** 

**Action** 

Detail

Due for promotion

**72** 

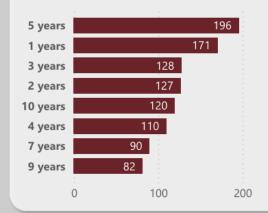
4.9%

**Not Due** 

1,398

95.1%





#### Retrench

117

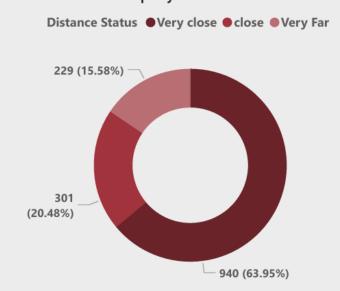
8.0%

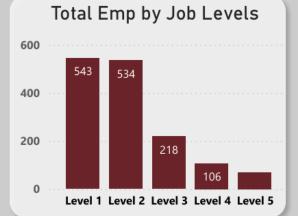
#### On service

1353

92.0%

#### Total Emp by Distance Status







Total Employees

1,470



Male **882** 

**60%** 



Female

588

40%

**Home** 

Action

**Detail** 

Emplyee name	Due for promotion
Adelaide L Harrop	1
Aiko Blossom	1
Alexis Q Grose	1
Aliza X Sammons	1
America V Lobel	1
Amiee Z Chaffins	1
Andrew Detweiler	1
Brendon E Mone	1
Buck H Rancourt	1
Candelaria Zajicek	1
Carlotta T Ryles	1
Carmelia E Bergeron	1
Carolin T Loya	1
Carolynn V Moynihan	1
Cecily D Houser	1
Celine Baskin	1
Christia Rodger	1
Total	72

Emplyee name	Will be Retrenchment
Abbey Schindler	0
Abe J Macleod	0
Abe Morales	0
Abe X Paro	0
Abram Q Keffer	0
Abram S Manrique	0
Adalberto W Creek	1
Adam B Katzer	0
Adelaide L Harrop	1
Adele M Burnam	0
Adelia Abbas	0
Adelia U Villagomez	0
Adell W Trower	0
Adella U Foushee	0
Adelle E Brunner	0
Adria M Melendrez	0
Adriana O Madvad	0
Total	117

Those are set for employees



Total Employees

1,470



Male 882

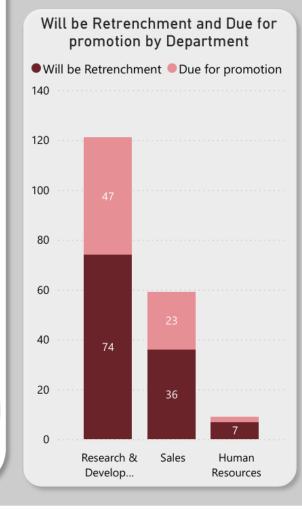
**60%** 

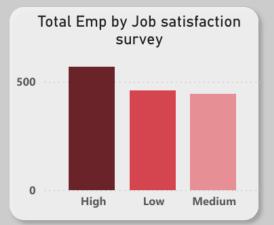
Female 588 40%

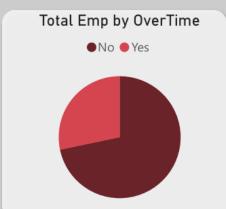
Home

Action

**Detail** 







**High Rating** 

84.63%

Low Rating

**15.37%** 

JobRole	Total E	mp	Due for p	omotion	Will be	Retrenchment
Healthcare Representative	-	131		16		13
Human Resources		52				1
Laboratory Technician	2	259		3		5
Manager	-	102		22		44
Manufacturing Director	-	145		4		9
Research Director		80		8		20
Research Scientist	2	292		3		5
Total	1,4	70		72		117