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: Datasets

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