**Employees Attrition Report for Decision-Making**

**Objective:**

*The goal of this report is to analyze the attrition rate of employees in a company and provide actionable insights to reduce employee attrition rate.*

* **Key Findings and Insights:**

**Overall Attrition:**

Out of 1,423 employees, 230 have left the company, while 1,193 remain.

Attrition Rate: 16.16% of the total workforce has left, while 83.84% are still with the company.

**Recommendation:** The attrition rate is significant enough to warrant immediate action. Understanding the underlying causes is key to improving retention.

**Attrition by Age Group:**

Highest Attrition: The age group 18-25 has the highest attrition rate at 36.8%.

**Recommendation:** Focus on providing better offers, development opportunities, and career advancement for younger employees to reduce turnover in this age group.

**Attrition by Department:**

*Sales Department*: 20% attrition rate.

*Human Resources Department*: 19% attrition rate.

*Research and Development*: 13% attrition rate.

**Recommendation:** Priority should be given to retaining employees in the Sales and Human Resources departments, where the attrition rate is highest.

**Attrition by Distance from Home:**

Employees who live farther from the workplace are fewer in number and have a higher rate of leaving the company.

**Recommendation**: Consider implementing flexible work policies or transportation support to accommodate employees commuting from longer distances.

**Attrition by Education Level:**

Most employees hold an undergraduate degree, indicating a concentration of talent at this education level.

**Recommendation:** Consider creating targeted retention programs for employees with undergraduate degrees, as they represent a significant portion of the workforce.

**Attrition by Gender:**

Males are leaving the company at a higher rate than females.

**Recommendation:** Conduct further analysis to identify the specific reasons for male attrition and create retention strategies tailored to this demographic.

**Impact of Overtime:**

Employees who work overtime are more likely to leave the company compared to those who do not.

Those in the "*Rarely Travel*" category and in the age group of *18-25* have a particularly high attrition rate.

**Recommendation:** Consider revising overtime policies and exploring work-life balance initiatives to reduce stress and prevent burnout, especially for younger employees.

**Summary and Strategic Recommendations:**

This report highlights several key factors contributing to employee attrition, including age, department, distance from home, education level, gender, and overtime. The primary concerns are high attrition among younger employees (18-25 age group), those in the Sales and Human Resources departments, and employees who work overtime.

To address these issues and reduce attrition, the following strategic actions are recommended:

* Retention Programs for Young Employees: *Offer career growth opportunities, mentorship programs, and financial incentives tailored to the 18-25 age group.*
* Department-Specific Initiatives*: Focus on retention efforts in the Sales and Human Resources departments, as these have the highest attrition rates.*
* Work-Life Balance: *Introduce flexible work arrangements or reduce overtime to improve employee satisfaction, especially for those who travel rarely and live far from work.*
* Employee Support for Long-Distance Commuters: *Offer transportation benefits or allow remote work options to help retain employees who live far from the office.*
* Focus on Male Attrition: *Because they are leaving the company more as compared to female, one factor that cause this thing is the long distance from home, normally male are coming from a too far areas where as female are not, that is why males are leaving the company more.*

By implementing these recommendations, the company can improve employee retention, reduce turnover costs, and create a more engaged and satisfied workforce.