

DOCUMENTATION & SUBMISSION

This is an Employee Details Dataset, providing employee details such as Emp Code, name, Country, Department, Salary, Date of joining, Performance rating. There are many missing details within this data set.

Dataset: <E:\DATA ANALYTICS\Coding Challenge Data Sets\Dataset for Excel projects\Employee Details.xlsx>

Cleaning Steps:

- Imported Dataset and explored rows, columns and missing values.
- Done few editing to make the Dataset clean and readable
- Removed Duplicates.
- Done cleaning in Power Query by using replace values, Group by, Applying filters, etc,
- Cleared all the null values in the dataset.
- Split a messy column to a clean one used text to column function, used flash fill top handle inconsistent data.
- Using Analysis Toolpak created Mean, Median, Mode, Standard Deviation to the numeric columns.
- Applied Conditional formatting and Quick Analysis to the dataset.
- Created Pivot tables and Pivot Charts for visualization.
- Applied filters.
- Created “Employee Details Dashboard” with all the pivot charts.
- Applied Slicers to make all the charts interactive.

Formulae Used

- SUM(), COUNT(), MAX(), MIN(), COUNT(), COUNTA(), IF(), AVERAGEIF(), COUNTIF(), SUMIF(), AVERAGE(), INDEX(), MATCH(), LEFT(), RIGHT(), MID(), TRIM(), PROPER(), CLEAN(), VLOOKUP().

Key Insights:

- The dataset has details of 150 employees from a company which has 5 departments like Finance, HR, IT, Marketing and Sales.
- Maximum No. of Employees are from India.
- Out of 5 Departments Marketing team shows higher average performance.
- Male employees are more comparing female and others.
- Employees from sales department gets the highest avg salary capering other four departments,
- Performance of Indians are good in all departments. Many employees have Performance rating of 5.
- Highest average salary is shared among employees from India and USA.