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

PROBLEM STATEMENT

"In today's fast-paced business landscape, optimizing employee performance is vital for driving organizational success. Yet, our company's current approach to performance evaluation falls short, relying heavily on subjective, qualitative assessments that are susceptible to bias and inconsistency. This lack of a data-driven framework hinders our ability to:- Accurately identify and recognize top performers- Understand the key drivers of high and low performance- Develop targeted strategies to enhance overall productivity and address performance gapsBy adopting a more comprehensive and data-driven approach to performance evaluation, we can unlock valuable insights, foster a fairer and more transparent process, and ultimately drive business growth through improved employee performance."

PROJECT OVERVIEW

"Unlocking Employee Potential: A Data-Driven Approach to Performance ExcellenceIn today's competitive landscape, employee performance is a key differentiator for organizations seeking to thrive. To achieve optimal productivity and align individual efforts with strategic objectives, a data-driven performance management framework is essential. This project seeks to create a robust analytical model that:- Objectively measures employee performance- Uncovers drivers of high and low performance- Yields actionable insights to boost productivity and employee satisfactionBy harnessing the power of data analytics, we can transform performance management into a strategic asset, driving business success and empowering employees to reach their full potential."

WHO ARE THE END USERS?

- Human Resources (HR) Team
- Department Heads & Managers
- Executive Leadership
- Employees
- Training and Development Teams
- Project Management Office (PMO)

OUR SOLUTION AND ITS VALUE PROPOSITION

Conditional formatting – missing cells
Filter – remove missing row
Formula – performance
Pivot – summary
Graph- data visualization

Dataset Description

Employee = Kaggle
26 features
9 features
Emp id –num
Name –text
Employee type
Performance level
Gender- male , female
Employee rating -num

THE "WOW" IN OUR SOLUTION

Performance level =IFS(Z8>=5,"VERY HIGH",Z8>=4,"HIGH",Z8

>=3,"MED",TRUE,"LOW")

MODELLING

DATA COLLECTION :
- From ‘Kaggle’

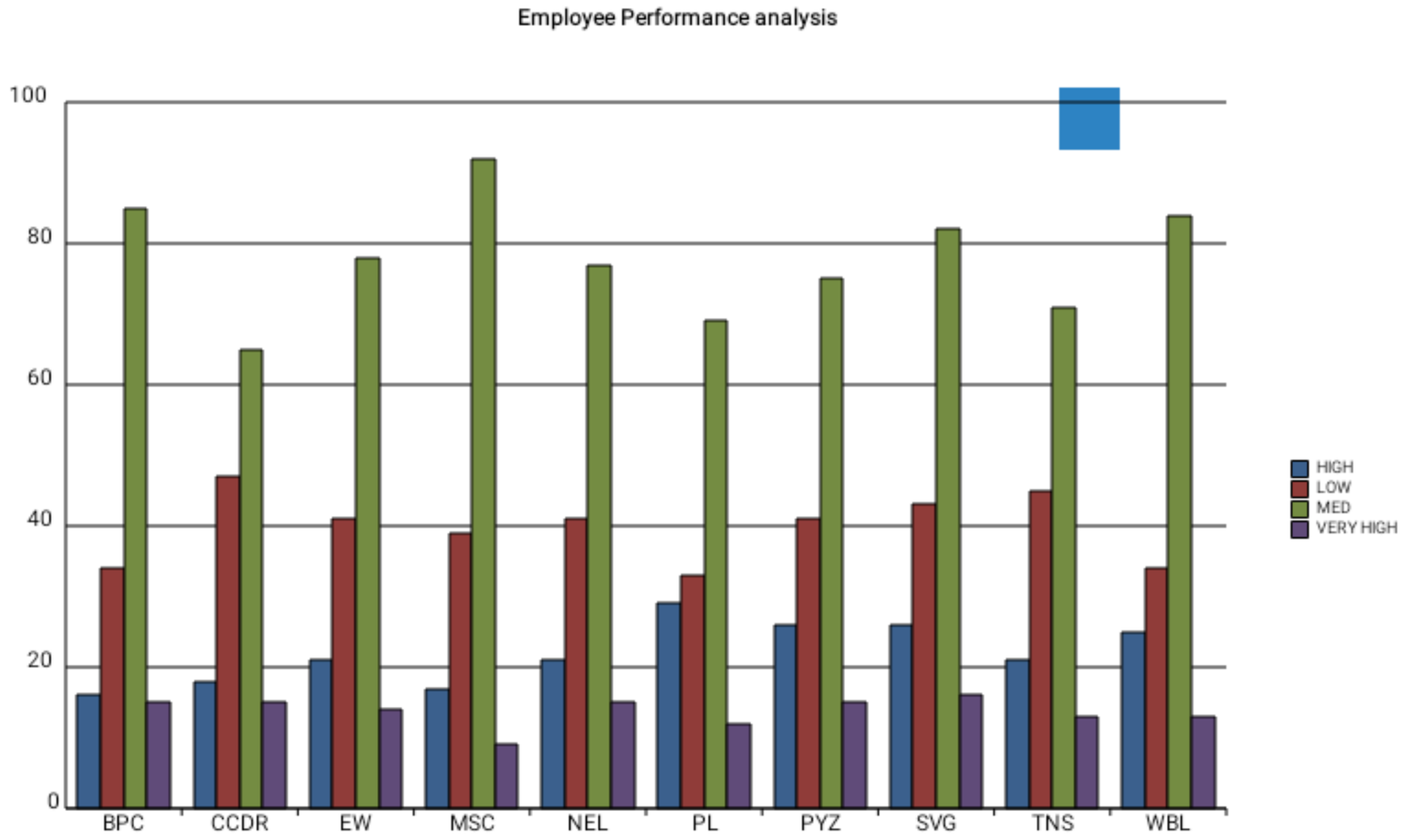
FEATURE COLLECTION:

DATA CLEANING:
- identified missing values
- filtered out missing values

PERFORMANCE LEVEL:
- in column AA
- using formula - =IFS(Z8>=5,"VERY HIGH",Z8>=4,"HIGH",Z8>=3,"MED",TRUE,"LOW")

PIVOT TABLE :
- chose fields to be added to the report
- prepared Bar chart using the report

RESULT S


Employee Performance analysis
100
80
60
40
20
0
BPC
CCDR
EW
MSC
NEL
PL
PYZ
SVG
TNS
WBL
HIGH
LOW
MED
VERY HIGH

conclusion

"The pivot chart reveals a diverse range of employee performance across various business units, with notable disparities within each unit. Certain units, such as PL and SVG, stand out for their high proportion of top-performing employees, whereas others, like BPC and CCDR, lag behind. The inclusion of trend lines for "MED" and "LOW" performance levels provides insight into the overall performance distribution. The linear trend for "MED" suggests stability, while the exponential trend for "LOW" may indicate a shift in performance dynamics. Units with a high concentration of underperformers may require targeted support, such as training or performance enhancement initiatives. Conversely, units with a high proportion of high achievers could benefit from recognition, potential promotions, or analysis of best practices driving exceptional performance."