WORK LIFE BALANCE AND EMPLOYEE ENGAGEMENT ANALYSIS REPORT

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What is Work-Life Balance?

- Work-life balance can be defined as a process in which employees manage their professional and personal responsibilities in such a manner to achieve a state of 'balance.'
- The most common hurdles employees face while trying to achieve this balance are the pressures of the functional role, employer expectations, and organizational policies.

What is Employee or Work Engagement?

- Work engagement is a positive and fulfilling state of an employee's mind characterized by vigour, dedication, and learning retention.
- Dedicated employees are highly involved with their work and can inspire others enthusiastically.
- These employees have high resilience and mental agility and can put the knowledge imbibed to good use.

How is Employee Engagement related to Work-Life Balance?

- Various studies have investigated the link between work-life balance and employee engagement. One such study by Sage suggests theories of role enrichment and conservation of resources.
- Role Enrichment Theory explains that positive role-related experiences or emotional responses to one's role can vastly increase engagement within another function. Employees who feel enriched in one role experience offer greater loyalty to their organization. They are also more open to the idea of cross-functional roles within the same organization.
- And further high engagement leads to a better experience and, finally healthy work-life balance for employees.
- Conservation of Resources Theory states that existing resources can bring additional resources owing to their high motivation levels. These employees, owing to their high degrees of motivation, are agile and efficient. At the same time, they need breaks between tasks to conserve their energy, or they risk burnout. Such employees can be effectively engaged by focusing on tasks requiring shorter periods of intense concentration. By assessing employees, complimentary roles can be chalked out.
- Thus, organisations must take care of their employees' emotional well-being (which might be hampered either by disturbances in their professional or personal life.
- A study by a corporate executive board found that employees who believe they have a great work-life balance work 21% harder than those who do not.
- Improved employee engagement proportional to healthy work-life balance.
- Engaged employees report being happier at the workplace, a state of euphoria carries across all facets of their life, thus promoting equilibrium.

Data exploration and analysis:

I have taken few parameters that help us to find out what exactly factors are affecting work life balance and employee engagement.

Based on our dataset, I have taken two common filters that is applicable to all the visualizations. These are as follows:

1. **Department Filter:**
- It indicates whether employee belongs to Human Resources, Research and Development, Sales department.

   Why we have taken this?

   Because each and every department has its own factors that makes employee work more challenging in its own way.

2. **Gender:**
- Gender plays an important role when we are talking about work life balance and employee engagement. that could affect the performance of the certain employees as it has been commonly observed and this is due to the differences in their physical and psychological differences.

Visualization Analysis:

❖ **Visualization on Work life balance:**

We have divided work life balance as best, better and ok.

Parameters taken: Employee count, Work life balance, Department and Gender.

Outcome:

➢ From the graph we can see that 71.16% employees having best work life out of which females who are single have best work life balance.
➢ 23.40% employees have better work life balance out of which male who are divorced are leading.
➢ 5.44% employees have normal/ok work life balance out of which male who are married have more normal work life balance.

❖ **Visualization on Job Involvement:**
Job involvement can be categorized as Low, Medium and High.

Parameters taken: Employee Count, Job Role, Gender, Department, Years in current role

Outcome:

➢ Employees who are research scientist and working in the same role for more than 2 years have medium job involvement.
➢ Job involvement decreases with employees having a greater number of experiences in a particular job role.
➢ Female and male both employees across all departments have medium job involvement.
➢ Very few employees having high job involvement.

❖ **Visualization based on Relationship and Environment Satisfaction:**

Relationship satisfaction can be categorized as Low, medium, high and very high.

Environment satisfaction can be categorized as Satisfied and Not satisfied.

Parameters taken: Employee Count, Department, Gender, Environment Satisfaction and Relationship Satisfaction.

Outcome:

➤ 290 employees out of total employees are highly satisfied and have very high relationship satisfaction with workplace among which 123 are females and 167 are males.
➤ Employees from Research and development department are happier in their workplace.
➤ Very few employees are not happy with their workplace across all departments.

❖ **Visualization on Overtime:**

Overtime can be categorized as Yes or no.

Parameters taken: Employee count, Department, Overtime Status and Gender.

Outcome:

➤ 73.02% employees do not give extra hours in office while 26.98% have overtime.
➤ Female do more overtime as compared to male.
➤ Sales employees have keen interest in doing overtime work.

❖ **Visualization on Performance Rating and Salary Percent:**

Parameters taken: Employee count, Department, Gender, Average Performance rating, Average Percent Salary and Years with current Manager.

Outcome:

➤ Employees who are freshers have highest performance rating which leads to high percent hike in salary.
➤ Employees who have spend more years with same manager have low performance along with low salary hike.

❖ **Visualization on Employee Engagement: Final Overview**

Job involvement categorized as: low, medium, high

Work life balance categorized as: Best, better, ok

Parameters taken: Work life balance, Job Involvement, Employee Count, Department, Gender.

Outcome:

➢ Most of the employees have best work life balance but medium job involvement across all departments.
➢ Very few employees have normal work life balance with high job involvement.
➢ Females and males both are having best work life with medium job involvement.
➢ Research and development employees shows more interest in their job as well as maintaining their work life as well.

Actions to be taken:

- **Show appreciation every day**

  Employees can be appreciated for their good work every time so that it encourages them to put more efforts and engagement.

- **Focus on the workplace itself**

  If an employee likes their workspace, it can **increase motivation, improve well-being, and promote healthy habits**. Invest in making office a more enjoyable place to be, and employees will love spending time there.

- **Turn your values into more than just words**

  No employee wants to work at an organization that lacks compelling values, or one that doesn't practice what it preaches. Developing and living by meaningful core values drives a great organizational culture and, eventually, profits.

- **Empower your team with what they need to succeed**

  No matter how capable workforce is, they need support to be their best selves at work. **Empowering employees** can take many forms, from extra learning and development, to greater flexibility in working hours, to autonomy over new projects.

- **Reward your employees**

  When employees feel valued and appreciated, they're not just clocking in and out — they're **fully engaged**, pouring their energy into their work with passion and purpose. Recognition and rewards serve as powerful motivators, inspiring employees to excel in their roles and surpass expectations.