

Executive Summary: HR Analytics Dashboard

Objective

This HR analytics dashboard provides insights into key metrics related to employee attrition, demographics, job satisfaction, and departmental performance. It aims to assist HR managers in identifying trends, areas of concern, and actionable insights to improve employee retention and satisfaction.

Key Highlights

1. Overall Workforce Statistics:

- **Total Employees:** 1,470 employees.
- **Active Employees:** 1,233 employees.
- **Attrition:** 237 employees (16.12% attrition rate).
- **Average Employee Age:** 37 years.

2. Attrition Analysis:

- **Department-Wise Attrition:**
 - R&D experiences the highest attrition (133 employees, 56.12%).
 - Sales and HR departments have 92 (38.82%) and 12 (5.06%) attritions, respectively.
- **Education Field-Wise Attrition:**
 - Life Sciences (89 employees) and Medical (63 employees) fields show the highest attrition.
- **Age and Gender-Wise Attrition:**
 - Younger employees (under 25) show lower attrition but higher rates among women (52.63%).
 - Employees aged 35–44 exhibit the highest attrition rate (72.55%).

3. Employee Demographics:

- **Age Groups:**
 - Majority of employees are aged 25–34 (337 female, 309 male).
 - Representation declines significantly after 45 years of age.
- **Gender Distribution:**
 - A balanced gender distribution is observed across most age groups.

4. Job Satisfaction Analysis:

- Job roles with the highest satisfaction include Research Scientists and Laboratory Technicians.
- Sales Executives show mixed satisfaction levels, with many employees rating their experience between 3–4.
- Human Resources roles report the least satisfaction overall.

5. Departmental Insights:

- Attrition in the R&D department is a major concern.
 - Sales roles, despite high attrition, show varying satisfaction scores, indicating possible role-specific issues.
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Actionable Insights

1. Attrition Reduction Strategies:

- Focus retention efforts on the R&D and Sales departments, where attrition is most prevalent.
- Conduct exit interviews and surveys to understand the reasons for attrition among Life Sciences and Medical graduates.
- Develop targeted initiatives for the 35–44 age group, particularly women, to address their concerns and improve retention.

2. Employee Engagement & Satisfaction:

- Enhance job satisfaction for Sales Executives through role redefinition, training, and recognition programs.
- Improve work-life balance and career progression opportunities for Human Resources professionals.

3. Diversity and Inclusion:

- Ensure equal opportunities and support for female employees, particularly in younger age groups where attrition is higher.
- Introduce mentorship programs for employees aged 45 and above to retain their expertise and encourage active engagement.

4. Training and Development:

- Offer career development opportunities and skill enhancement programs for employees in the Medical and Technical fields to reduce attrition.
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Conclusion

This HR analytics dashboard highlights critical areas where focused efforts can significantly impact employee retention and satisfaction. By addressing attrition trends in high-impact departments and demographics, the organization can create a more engaged, satisfied, and stable workforce, ensuring long-term growth and success.