# Employee Data Analysis using Excel

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# PROJECT TITLE

## Employee Performance Analysis Based on: Job Function Description, Employee Classification Type And Average Of Current Employee Rating

**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

A salary is a fixed amount paid in exchange for an employee's services. Each province has legislation which entitles most employees to receive a "minimum wage" in exchange for the work they complete for a company.

For full-time employees, salary is generally described in annual, monthly, bi-weekly or weekly amounts. The compensation strategy must be affordable, structured, and reasonably competitive.
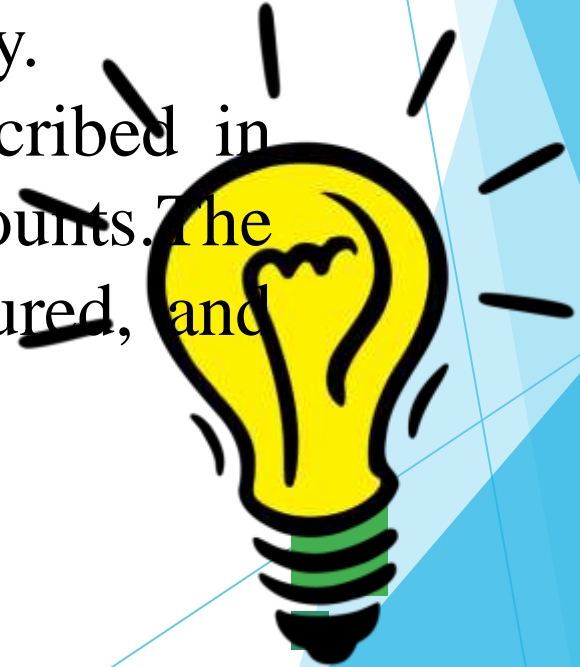
# PROJECT OVERVIEW

Employee analytics is the data collected and analyzed to understand an employee's behavior, engagement level, and performance. These valuable insights go beyond the traditional human resource metrics. It helps an organization gain a holistic view of its workforce.

# WHO ARE THE END USERS?

- HUMAN RESOURCE DEPARTMENT
- EMPLOYEES
- TEAM LEADERS AND SUPERVISORS
- RECRUITERS
- BUSINESS ANALYSTS
- EXTERNAL PARTNERS
- MANAGEMENT AND LEADERS
- EXECUTIVES

# Dataset Description

- **EMPLOYEE DATA SET - NAAN MUDHALVAN PORTAL**
- **9 FEATURES IN EXCEL :**

| | |
|---|---|
| **EMPLOYEE ID** | - Alphanumerical(TEXT) |
| **NAME** | - Alphabetical (TEXT) |
| **GENDER** | - Alphabetical (TEXT) |
| **DEPARTMENT** | - Alphabetical (TEXT) |
| **SALARY** | - Numerical |
| **START DATE** | - Alphanumerical(TEXT) |
| **FTE** | - Numerical |
| **EMPLOYEE TYPE** | - Alphabetical (TEXT) |
| **EMPLOYEE LOCATION** | - Alphabetical (TEXT) |

- **3 FEATURES USED:**

| | |
|---|---|
| **DEPARTMENT** | - Alphabetical (TEXT) |
| **EMPLOYEE TYPE** | - Alphabetical (TEXT) |
| **SALARY** | - Numerical |

# THE "WOW" IN OUR SOLUTION

a) Highly engaged employees are 87% less likely to leave their roles.

b) Employees are 3x more engaged when they receive daily feedback from their managers vs. annual feedback.

c) The engineering department Has an Astoundingly High Turnover Rate

# MODELLING

- STEP -1
  DOWNLOAD THE EMPLOYEE DATASET
  AND OPEN THE EMPLOYEE DATASET IN EXCEL.
- STEP -2
  SELECT THE ENTIRE DATA AND CLICK
  ON DATA AND CLICK ON FILTER OPTION.
- STEP -3
  FILTER FTP FROM A TO Z ORDER.
- STEP -4
  SELECT THE ENTIRE DATA AND CLICK
  ON INSERT AND CLICK ON PIVOT TABLE TO
  CREATE PIVOT TABLE.
- STEP -5
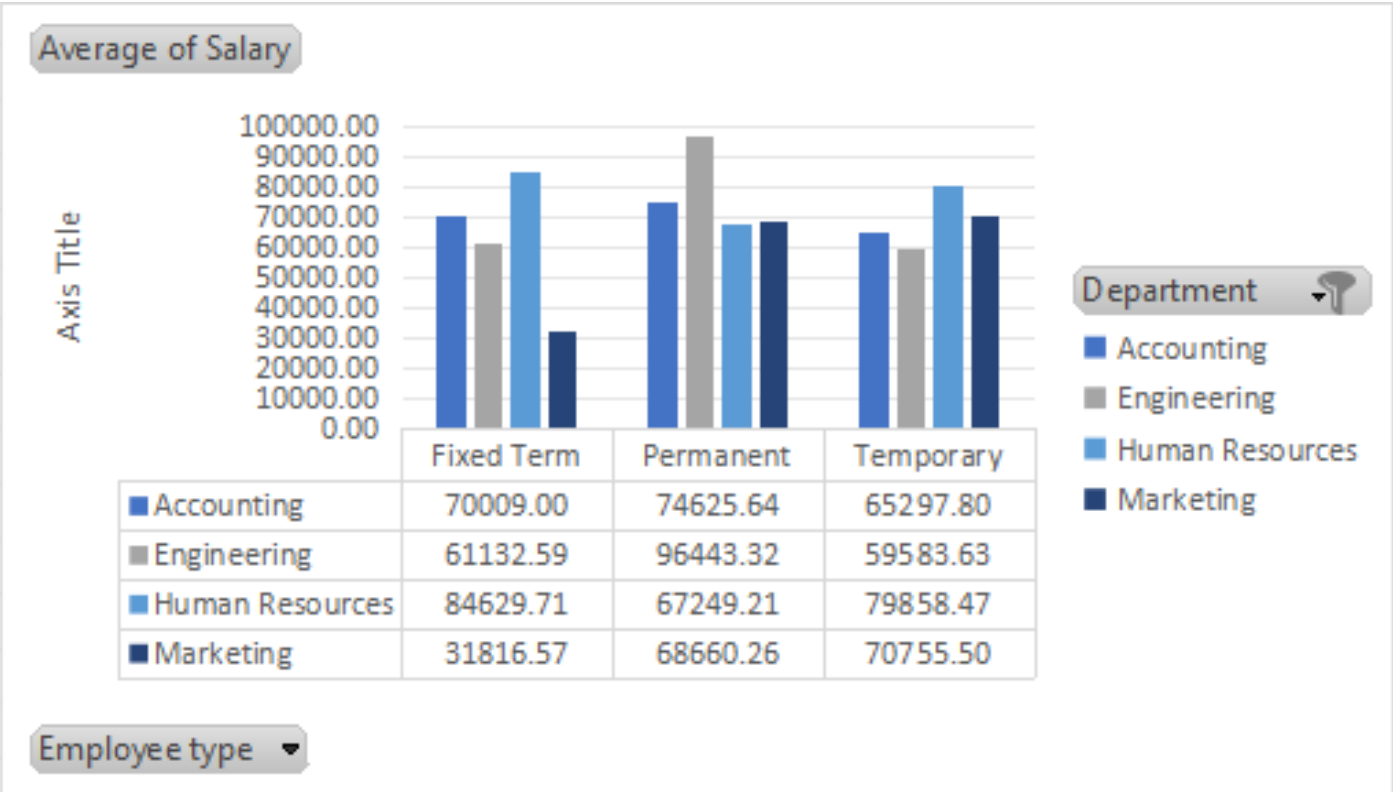  DRAG THE NEEDED DATA AND CREATE A
  PIVOT TABLE.

- STEP -6
  SELECT THE PIVOT TABLE AND
  CLICK ON INSERT.
- STEP-7
  NOW CLICK ON THE CHART THAT YOU
  WANT.
- STEP -8
  THE CHART IS CREATED.

# RESULTS

## TABLE -

| Average of Salary | Department | | | | |
|---|---|---|---|---|---|
| Employee type | Accounting | Engineering | Human Resources | Marketing | Grand Total |
| Fixed Term | 70009.00 | 61132.59 | 84629.71 | 31816.57 | 69432.74 |
| Permanent | 74625.64 | 96443.32 | 67249.21 | 68660.26 | 75805.17 |
| Temporary | 65297.80 | 59583.63 | 79858.47 | 70755.50 | 66470.04 |
| Grand Total | 72423.88 | 76953.25 | 75144.26 | 65185.42 | 72778.36 |

# GRAPH -



Average of Salary

| | Fixed Term | Permanent | Temporary |
|---|---|---|---|
| ■ Accounting | 70009.00 | 74625.64 | 65297.80 |
| ■ Engineering | 61132.59 | 96443.32 | 59583.63 |
| ■ Human Resources | 84629.71 | 67249.21 | 79858.47 |
| ■ Marketing | 31816.57 | 68660.26 | 70755.50 |

Department
- ■ Accounting
- ■ Engineering
- ■ Human Resources
- ■ Marketing

Employee type

## CONCLUSION

Datasets play a vital role in every facet of our lives. In this modern day, all devices are made to collect data and create datasets for advertisers/businesses to personalize their advertisements to consumers. The limitation is that as a result of over-reliance on datasets, the mining techniques of data have become ethically questionable with many social media applications and websites getting criticism for data privacy issues, data leaks, and so on.

As a result, data is the currency and many companies mine user information without the user's knowledge to create datasets.