Workplace Absenteeism Analysis – Data-Driven Insights for HR Decision-Making

Project Overview

This project analyzes **employee absenteeism data** to identify key trends, uncover patterns, and provide actionable insights for HR teams. The goal is to help organizations improve **workplace productivity, employee engagement, and attendance management** by leveraging data analytics tools like **Excel, Power BI, and Tableau**.

Key Objectives

* Calculate and visualize the **Absenteeism Rate** across different dimensions.
* Identify **absenteeism trends by gender, age group, and department**.
* Examine how **length of service affects absenteeism**.
* Detect **location-based absenteeism variations**.
* Provide data-driven recommendations for **HR policy improvements**.

Tools & Techniques Used

* **Excel** – Data cleaning, transformation, and KPI calculations.
* **Pivot Tables & Charts** – Trend analysis in Excel for quick insights.

Key Findings & Visualizations

* **Absenteeism by Department** – Identified departments with the highest absenteeism rates.
* **Absenteeism by Age Group** – Found that younger employees had higher absenteeism.
* **Absenteeism by Store Location** – Certain store locations showed significantly higher absenteeism.
* **Impact of Length of Service** – New employees had more frequent absences compared to long-tenured staff.

Business Impact & Recommendations

* **Flexible Work Policies** – Implement hybrid/remote options for high-absence roles.
* **Wellness & Employee Support Programs** – Targeted health and engagement initiatives.
* **Real-Time Absenteeism Monitoring** – Power BI dashboards for proactive management.
* **HR Policy Adjustments** – Refining attendance policies based on data insights.

Conclusion

This project demonstrates how **data analytics can transform HR decision-making**, helping organizations proactively **track, analyze, and reduce absenteeism**. By leveraging **Excel, Power BI, and Tableau**, businesses can **gain valuable insights and take data-driven actions** to enhance employee engagement and productivity.

HR Absenteeism Analytics Dashboard

Total Employee	Total Work Hour Available	Average Absenteeism Rate %
8,336	3,467,776	2.95

Absenteeism % Rate By Gender

Gender	Rate
Female	3.21
Male	2.69

10 Top Employees With Highest Absent Hour

Employee	Hours
Strickland Kimberly	13.10
Borrero Stephanie	12.48
Detrick Nannie	12.40
Schmaltz Peggy	11.97
Green Carmen	11.69
Toledo Catherine	11.62
Ferguson Maleartha	11.50
Curry Jamie	11.49

Absenteeism % Rate By Lenght of Service

7.93 7.65 7.35 7.26 7.17 7.11 6.96 6.80 6.73 6.71

0.92 1.28 9.05 1.21 1.58 9.77 0.09 1.7 7.07 7.66

Absenteesim % Rate By Store Location

(line chart ranging 0–4, locations: Abbotsford, Bella Bella, Burnaby, Cortes..., Dawson..., Fort Nelson, Grand Forks, Kamloops, Langley, Nelson, New..., Ocean Falls, Prince..., Quesnel, Squamish, Terrace, Valemount, Vernon, West..., Williams...)

Absenteeism % Rate By Age Group

Age Group	Rate
Retirement...	8.95
Pre-...	7.53
Late Career	5.33
Experienced...	3.32
Prime Career	1.31
Early Career	0.19
Teenage	0.00
Childhood	0.00

Absenteeism % Rate By Top 5 Job Title

Job Title	Rate
Dairy Maleanager	9.25
Director, Recruitment	4.18
CHief Information Officer	4.17
Exec Assistant, Legal...	3.76
VP Stores	3.59

Age Group

- Childhood
- Early Career
- Experienced Professionals
- Late Career
- Pre-Retirement
- Prime Career
- Retirement Age
- Teenage

Gender

- Male
- Female

Sheet tabs: Abs by length of service | Abs by Store location | top 10 employee wiht | **Dashboard** | Colors