**Data cleaning**

Delete Standard\_Work\_Hours column cause all values are 80

Delete Over\_18 column cause all values are “Y”

Delete Employee\_Count cause all values are 1

**Data Transformation:**

Convert data of job\_level(1 ----> 5), education\_level(1 ----> 5), Stock\_option (0 ---🡪3) from number to text to be meaningful for stackholders when I need put Summary of these column to chart and convert all values for that :

**job\_level:**

**Stock\_option:**

1. None
2. Entry level
3. Junior
4. Mid level
5. Entry\_level
6. Junior
7. Mid\_level
8. Senior
9. Executive

**education\_level:**

1- Below college

2- college

3- Bachelor

4- Master

6-Doctorate