Employee Data Analysis using Excel

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PROJECT TITLE

EMPLOYEE DATA ANALYSIS BASED ON JOB ROLE, LEVEL, GENDER USING EXCEL

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

Purpose of this project is to analyze employee data by examining how job role, level, and gender impact various metrics within the organisation.

PROJECT OVERVIEW

The analysis will identify trends, disparities, and insights that can inform HR policies, improves diversity and inclusion efforts, and support strategic decision-making related to workforce management.

WHO ARE THE END USERS?

- HUMAN RESOURCE DEPARTMENTS
- MANAGEMENT AND LEADERSHIP
- TEAM LEADERS AND SUPERVISORS
- EMPLOYEES
- EXECUTIVE LEADERSHIP
- BUSINESS ANALYSTS
- RECRUITERS

OUR SOLUTION AND ITS VALUE PROPOSITION

FILTERING- REMOVE VALUES

PIVOT TABLE - SUMMARY OF EMPLOYEE PERFORMANCE

BAR DIAGRAM - FINAL REPORT

Dataset Description

- Employee ID: A unique identifier assigned to each employee.
- Age: The age of the employee, ranging from 18 to 60 years.
- Gender: The gender of the employee
- Years at Company: The number of years the employee has been working at the company.
- Job Role: The department or role the employee works in, encoded into categories such as Finance, Healthcare, Technology, Education, and Media. Number of Promotions: The total number of promotions the employee has received.
- Distance from Home: The distance between the employee's home and workplace, in miles.
- Job Level: The job level of the employee: (Entry, Mid, Senior)
- Leadership Opportunities: Whether the employee has leadership opportunities: (Yes or No)
- Company Reputation: The employee's perception of the company's reputation: (Very Poor, Poor,Good, Excellent)
- Employee Recognition: The level of recognition the employee receives:(Very Low, Low, Medium, High)

THE "WOW" IN OUR SOLUTION

- Improves data organization and accessibility.
- Enhance decision making with relevant information.
- Increase efficiency in data analysis and reporting.
- Identify the trends and patterns in a company.
- Make informed business decisions with accurate insights.

MODELLING

- **STEP -1**

  DOWNLOAD THE EMPLOYEE DATASET FROM KAGGLE 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 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 DATAAND 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**

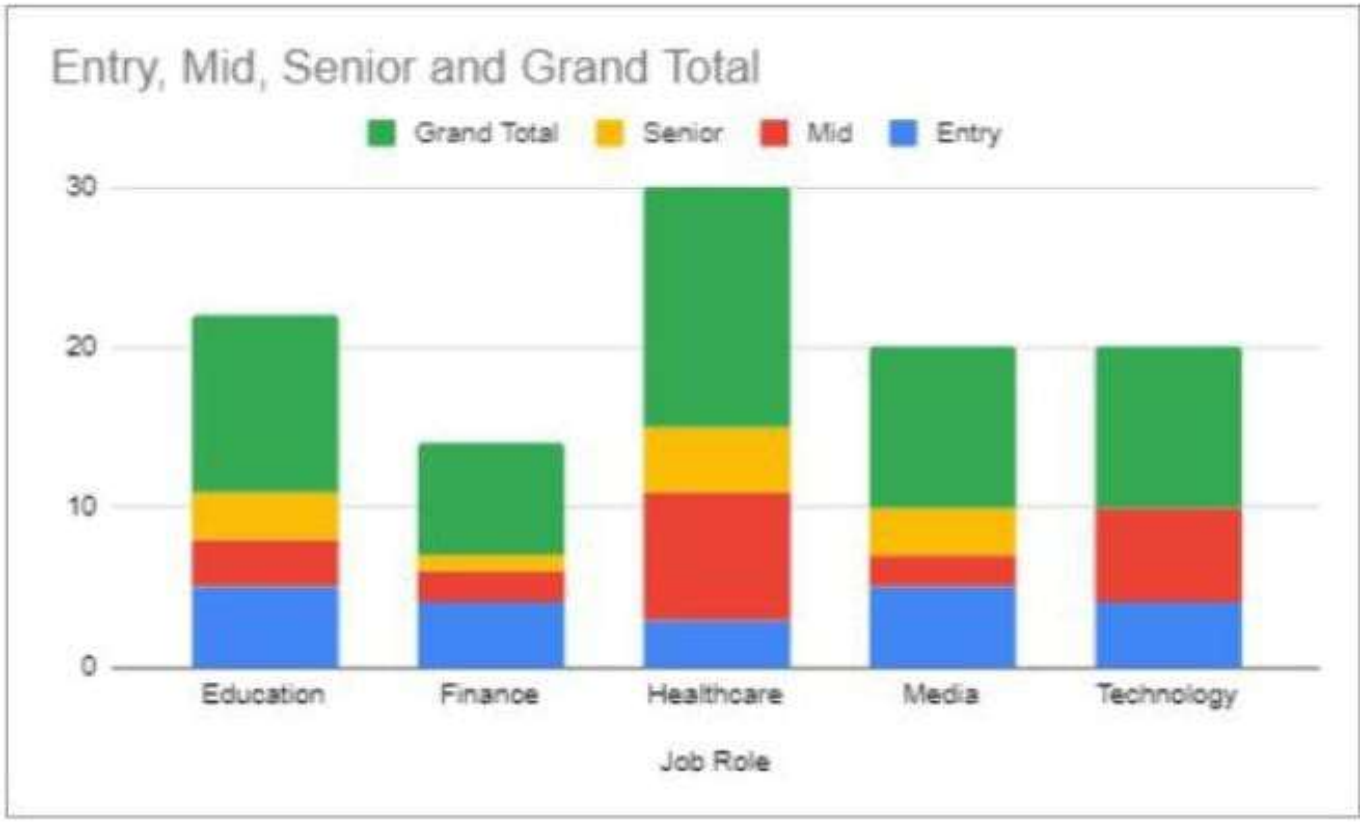
  THE CHART IS CREATED.

RESULTS

1.TABLE

Job Role	Entry	Mid	Senior	Grand Total
Education	5	3	3	11
Finance	4	2	1	7
Healthcare	3	8	4	15
Media	5	2	3	10
Technology	4	6		10
Grand Total	**21**	**21**	**11**	**53**

2. BAR DIAGRAM



Conclusion

This contains the employee ID , name, gender, department and their salary. By this one can understand the organization completely.

So it is ease for the organization for keeping records, analyzation of employee performance and their improvement over the time.

Facilitates overall internal communication and company announcements.