**D599 Task 1:**

**Employee Turnover Considerations and Dictionary**

**Scenario: Employee Turnover**

The highly competitive technology industry relies on the availability of quality employees, and the retainment of these highly skilled workers is a primary business goal. The term *employee turnover* is defined as the total number of workers who leave a company over a certain period, either voluntarily or involuntarily.

It costs much less to retain a worker than to recruit, onboard, and train a new one. On average, the cost of replacing a worker is equivalent to paying 6–9 months of the worker's salary. To reduce employee turnover, tech businesses need to understand turnover to design smarter employee retention strategies.

As a member of a team of analysts in a large, multinational tech company, you have been asked to profile and clean the dataset to optimize it for future analysis.

**Data Dictionary**

1. **Employee Number:** A unique number or code that identifies an employee of a business
2. **Age:** The age of the employee, as reported in human resources' contact information
3. **Tenure:** The employee's term of employment, in years, at the company
4. **Turnover:** Whether the employee has left within the last year (yes, no)
5. **Hourly Rate:** The employee's hourly rate of pay
6. **Hours Weekly:** Number of hours the employee works weekly
7. **Compensation Type:** Salaried employees receive a fixed amount of money, typically on a monthly or annual basis, regardless of how many hours they work
8. **Annual Salary:** The total amount of money an employee earns annually (52 weeks) based upon the hourly rate and the number of hours worked weekly
9. **Driving Commuter Distance:** Commuting distance, in miles, to the office
10. **Job Role:** The employee's organizational role
11. **Gender:** The employee's gender (male, female, or prefer not to answer)
12. **Marital Status:** The employee's marital status (single, divorced, married)
13. **Number of Companies Worked:** The employee's company work history
14. **Annual Professional Development Hours:** The number of hours employees spend on professional development in a year
15. **Paycheck Method:** How the employee receives their paycheck from the employer
16. **Text Message Opt-In:** Employees who receive text messages related to employer information