

Employee Data Analysis using Excel



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PROJECT TITLE



Using Pivot Tables for Employee Turnover Analysis



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

- Employee turnover is a critical issue for organizations, as high turnover rates can lead to increased costs, decreased morale, and loss of organizational knowledge.
- To better understand and manage employee turnover, it is essential to analyse various factors such as department, tenure, age, job role, and reasons for leaving.
- Using pivot tables will allow for the dynamic organization and summarization of large datasets, enabling the organization to gain actionable insights into the factors contributing to employee turnover.



PROJECT OVERVIEW

- The goal of this project is to analyze employee turnover data using pivot tables.
- To identify trends, patterns, and potential causes of turnover within an organization.
- By leveraging pivot tables, this project aims to provide a clearer understanding of turnover rates across different departments, positions, and



WHO ARE THE END USERS?

- Human Resources (HR) Team
- HR Managers/Directors
- Department Heads/Team Leaders
- Senior Leadership/Executives:
- Business Analysts/Data Analysts
- Compensation & Benefits Teams
- Recruitment Teams

OUR SOLUTION AND ITS VALUE PROPOSITION



- Conditional formatting- missing
- Filter- remove
- Formula- performance
- Pivot-summary
- Graph- data visualiztion

Dataset Description

ID NO

First Name

Last Name

Start Date

Employee Status

Employee Type

Pay Zone

Employee Classification Type

Current Employee Rating

THE "WOW" IN OUR SOLUTION

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- Performance level=IFS(Z8>=5,"VERY HIGH", Z8>=4,"HIGH",Z8>=3,"MED", TRUE, "LOW")



MODELLING

1. Data Collection:

1. Gather relevant employee data
2. Job titles
3. Department.

2. Key Metrics to Analyze:

1. Turnover Rate
2. Turnover by Department
3. Turnover by Position.

3. Data Preparation:

1. Ensure data cleanliness
2. Missing values
3. Standardizing.

4. Pivot Table Setup

1. Create pivot tables that summarize the data for each of the key metrics
2. Use filters to drill down into specific departments
3. Roles, or time periods.

5. Analysis & Insights:

1. Analyse trends
2. Identify key periods of turnover
3. Correlate turnover with other factors.

6. Visualizations:

1. Use charts and graphs based on pivot table data
2. Create dashboards to allow easy access and understanding of the turnover patterns.

7. Recommendations:

1. Based on the analysis
2. Suggest strategies for employee retention.

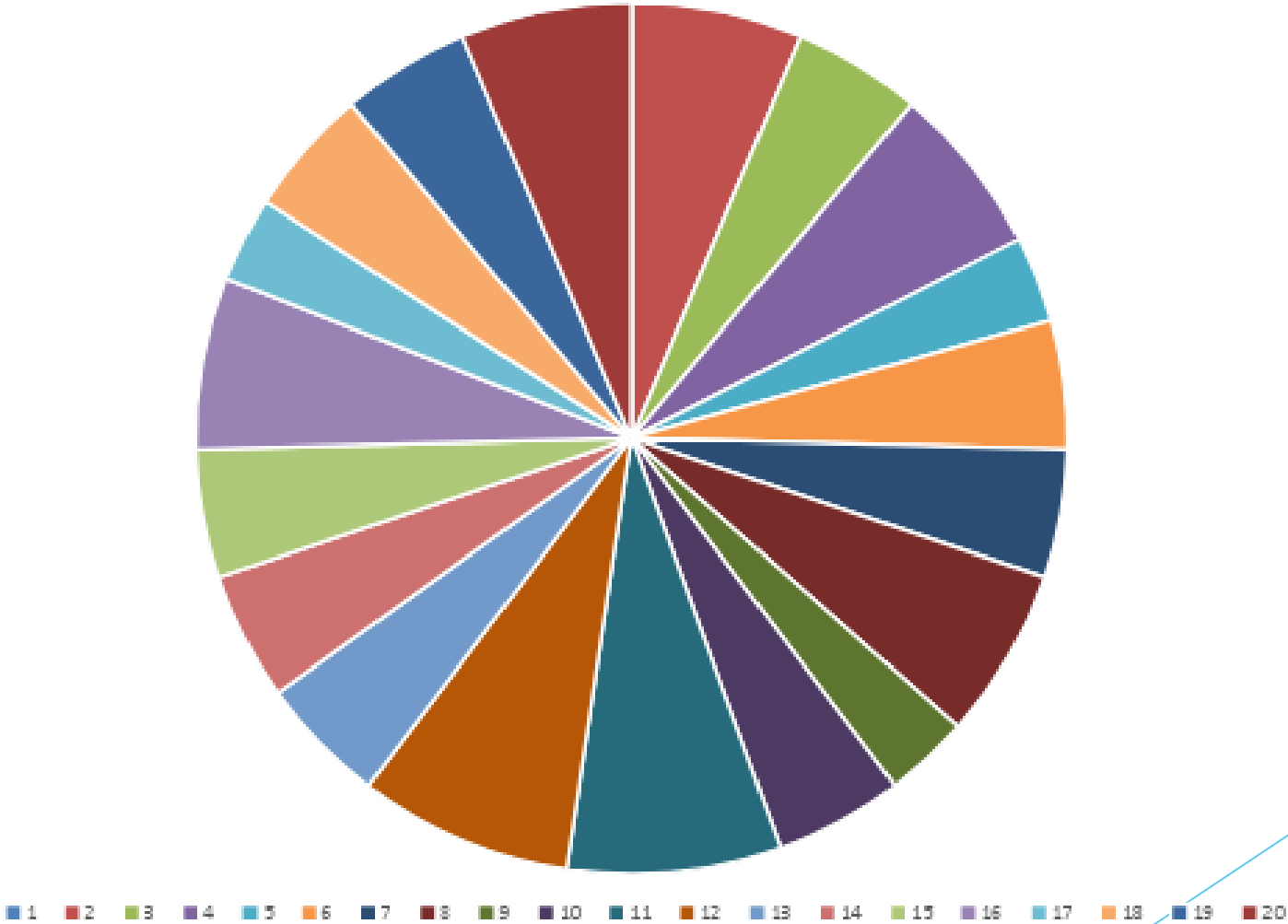
RESULTS

PIVOT TABLE

| Row Labels | Sum of ID NO | Sum of Current Employee Rating |
|-------------|--------------|--------------------------------|
| Bartholomew | 3439 | 3 |
| Khimich | 3439 | 3 |
| 2022 | 3439 | 3 |
| Bobby | 3444 | 3 |
| Rodgers | 3444 | 3 |
| 2021 | 3444 | 3 |
| Deepa | 3438 | 3 |
| Nguyen | 3438 | 3 |
| 2018 | 3438 | 3 |
| Edward | 3429 | 4 |
| Buck | 3429 | 4 |
| 2018 | 3429 | 4 |
| Jac | 3435 | 3 |
| McKinzie | 3435 | 3 |
| 2018 | 3435 | 3 |
| Jasmine | 3431 | 3 |
| Onque | 3431 | 3 |
| 2019 | 3431 | 3 |
| Joseph | 3436 | 5 |
| Martins | 3436 | 5 |
| 2022 | 3436 | 5 |
| Kaylah | 3442 | 2 |
| Moon | 3442 | 2 |
| 2019 | 3442 | 2 |
| Kristen | 3443 | 3 |
| Tate | 3443 | 3 |
| 2021 | 3443 | 3 |
| Latia | 3433 | 4 |
| Costa | 3433 | 4 |
| 2022 | 3433 | 4 |
| Maruk | 3432 | 3 |
| Fraval | 3432 | 3 |
| 2020 | 3432 | 3 |
| Michael | 3430 | 2 |
| Riordan | 3430 | 2 |
| 2021 | 3430 | 2 |
| Myriam | 3437 | 5 |
| Givens | 3437 | 5 |
| 2023 | 3437 | 5 |
| Paula | 3428 | 3 |
| Small | 3428 | 3 |
| 2023 | 3428 | 3 |
| Prater | 3441 | 4 |
| Jeremy | 3441 | 4 |
| 2019 | 3441 | 4 |
| Reid | 3445 | 4 |
| Park | 3445 | 4 |
| 2021 | 3445 | 4 |
| Sharlene | 3434 | 2 |
| Terry | 3434 | 2 |
| 2020 | 3434 | 2 |
| Uriah | 3427 | 4 |
| Bridges | 3427 | 4 |
| 2019 | 3427 | 4 |
| Xana | 3440 | 3 |
| Potts | 3440 | 3 |
| 2019 | 3440 | 3 |
| Grand Total | 65284 | 63 |

RESULTS

EMPLOYEE TURNOVER ANALYSIS



conclusion

Using Pivot Tables for Employee Turnover Analysis:

- Pivot tables provide a powerful and flexible tool for analyzing employee turnover.
- By transforming raw data into meaningful insights, they allow organizations to easily identify trends, problem areas, and potential causes of employee exits.
- Through customized views, HR teams can monitor turnover rates by department, role, tenure, and demographics, enabling more targeted retention strategies.
- The analysis not only helps reduce the costs and disruptions associated with turnover but also supports proactive workforce planning
- One of the most critical challenges in human resource management: employee retention.