# HR Process Tracker Dashboard

\*\*Tools:\*\* Power BI, Excel

## 🎯 Objective

To monitor and streamline HR-related processes such as \*\*Visa, Emirates ID, Offer Letters, and HR confirmations\*\*, while tracking recruitment timelines and pending issues across departments.

## 🛠️ My Role

- Designed the \*\*data model\*\* with HR process categories and statuses.

- Cleaned and transformed raw HR logs using \*\*Power Query\*\*.

- Built interactive \*\*Power BI visuals\*\* for pending counts, recruitment timelines, and department-level breakdowns.

- Implemented slicers for \*\*Location, Project, Department, Position, Issue Category\*\*.

## 📊 Key Features

- \*\*KPI Cards\*\*:

- Total Pending

- HR-related Pending

- Visa Pending

- Emirates ID Pending

- \*\*Visuals\*\*:

- Current Status by Category (bar chart)

- Position Category (pie chart)

- Recruitment Timeline (flow)

- Candidates by Department & Position (matrix)

- Interactive \*\*slicers\*\* for HR teams to filter by category, location, or project.

## ✅ Outcomes / Impact

- Faster identification of recruitment delays.

- Clear visibility of pending HR tasks by type and category.

- Supported HR decision-making with \*\*real-time insights\*\*.

## 📸 Screenshots

Here are some views of the HR Process Tracker Dashboard:

-[Dashboard]  
[Screenshots](https://1drv.ms/f/c/26362e27fdea0b3e/Etv3wyMO43RKqEGSgNAL4k0BTTZGIfW1ybmXINq5jgXsxQ?e=U9KNyO)

## 📂 Download Portfolio Files

You can download the Power BI dashboard files and source datasets for this project from OneDrive:

- [HR Process Tracker PBIX & Data]  
 [(Dashboard\_Files\_for\_Download)](https://1drv.ms/f/c/26362e27fdea0b3e/EvFWJPowkWFEgLpkD67PdDwBANEmlUbFb2QVGsdK7OEf3g?e=o53wHo)