

HR Tableau Project

Overview

This document presents the steps of the **HR Dashboard** through the process that reaches the result.

Dashboard presence is a summary view of the main HR dataset insights.

1- Data Checking and preparation

- a. All data types detected by Tableau from the imported CSV file were correct
- b. The dataset was already clean and didn't need further cleaning
- c. Null values found were in the Terminate field, which were valid nulls which means the employees still holding their jobs in the company
- d. Creating calculating fields, for example:
 - i. Age: calculated the age from the Birthdate field
 - ii. Emp Full Name: concatenate First name & Last Name
 - iii. Emp Status: set if the employee is Active or Terminated\
 - iv. Active: calculated the number of active employees
 - v. Terminate: calculated the number of terminated employees
- e. Create grouping, for example:
 - i. Age grouping
 - ii. HQ & other Branches
- f. Create a hierarchy, for example:
 - i. Department & Job title

- 2- Visualizations:** prepare visuals to be used in the dashboard; although not all visuals are used in the dashboard, I created all visuals that are needed in my opinion although used in the dashboard or not, also created different types of visuals for the same insight to select the best suitable for the dashboard. According to sections used in the dashboard here are some examples of visuals:

- a. Overview section

Total Emp

Terminated	Active	Total Emp
7,984	966	8,950

Hired and terminated employees over the years

Year of Termdate	Hiredate									
	2015	2016	2017	2018	2019	2020	2021	2022	2023	2024
Null	430	653	1,355	709	804	858	382	907	1,134	752
2015	1									
2016	4	7								
2017	1	4	3							
2018	5	9	92	14						
2019	6	7	19	70	23					
2020	2	9	18	11	28	30				
2021	11	14	27	22	25	47	16			
2022	2	3	18	11	9	13	17	52		
2023	4	9	10	6	5	9	4	70	57	
2024	6	14	18	7	8	11	3	13	10	52

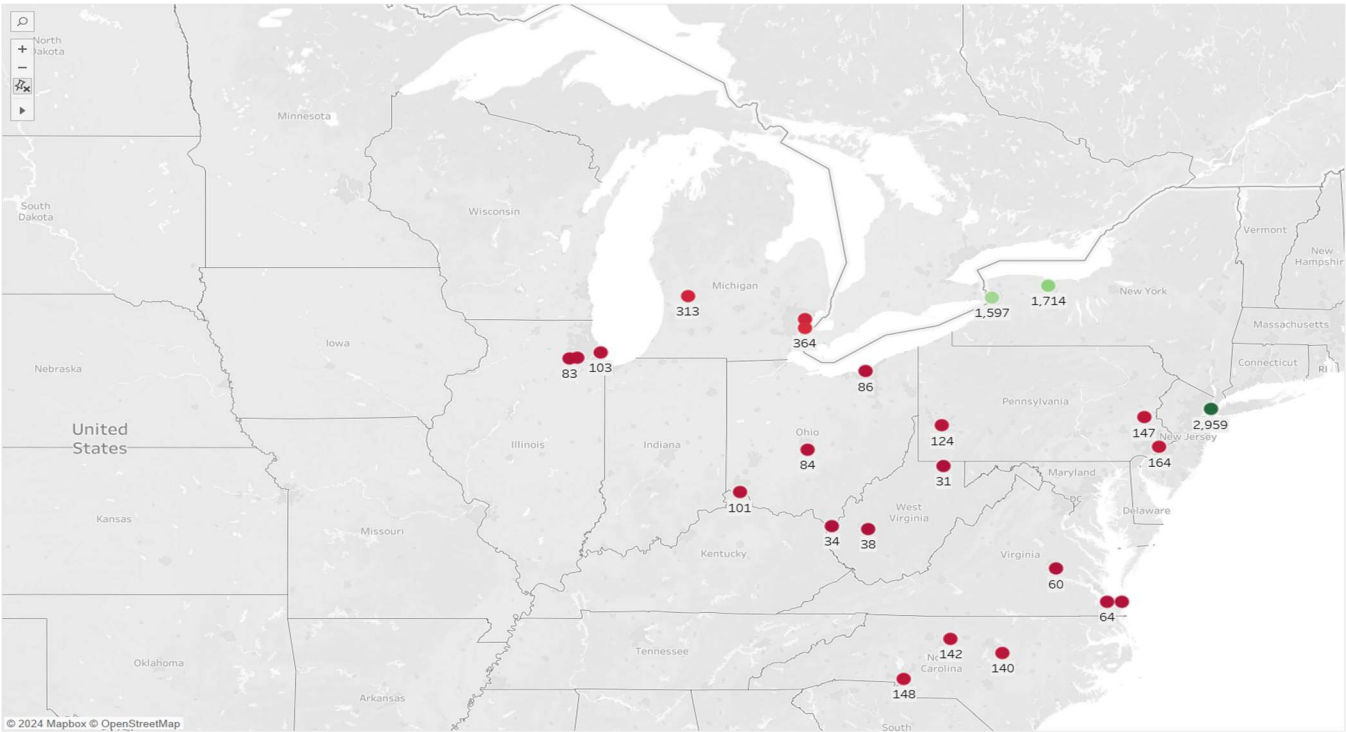
Total employees by department and job titles (3)

Department	Job Title	
Customer Service	Customer Service Manager	74
	Customer Service Representative	503
	Help Desk Technician	488
	Support Specialist	608
	Total	1,673
Finance	Accountant	173
	Accounts Payable Specialist	109
	Finance Manager	9
	Financial Analyst	161
	Total	452
HR	HR Assistant	30
	HR Coordinator	56
	HR Manager	1
	Recruiter	85
	Total	172
IT	IT Manager	28
	IT Support Specialist	447
	Software Developer	627
	System Administrator	280
	Total	1,382
Marketing	Content Creator	308
	Marketing Coordinator	206
	Marketing Manager	29
	SEO Specialist	175
	Total	718
Operations	Inventory Specialist	1,044
	Logistics Coordinator	1,061
	Operations Analyst	557
	Operations Manager	56
	Total	2,718
Sales	Sales Consultant	478
	Sales Manager	52
	Sales Representative	740
	Sales Specialist	565
	Total	1,835
Grand Total		8,950

Total employees between headquarters (HQ) and branches

State	City	
Illinois	Chicago	103
	Naperville	99
	Aurora	83
Michigan	Detroit	364
	Grand Rapids	313
	Warren	299
New York	New York City	2,959
	Rochester	1,714
	Buffalo	1,597
North Carolina	Charlotte	148
	Greensboro	142
	Raleigh	140
Ohio	Cincinnati	101
	Cleveland	86
	Columbus	84
Pennsylvania	Philadelphia	164
	Allentown	147
	Pittsburgh	124
Virginia	Norfolk	64
	Richmond	60
	Virginia Beach	56
West Virginia	Charleston	38
	Huntington	34
	Morgantown	31

Distribution of employees by city and state

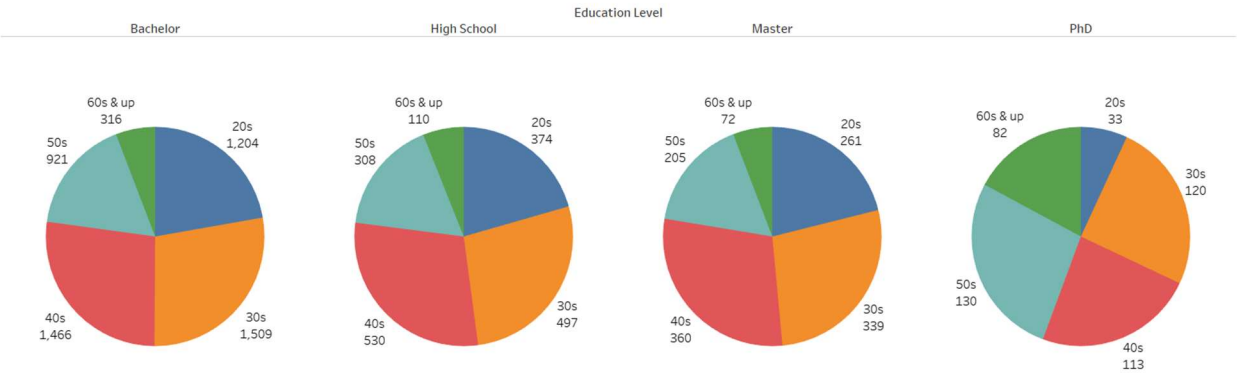


b. Demographics

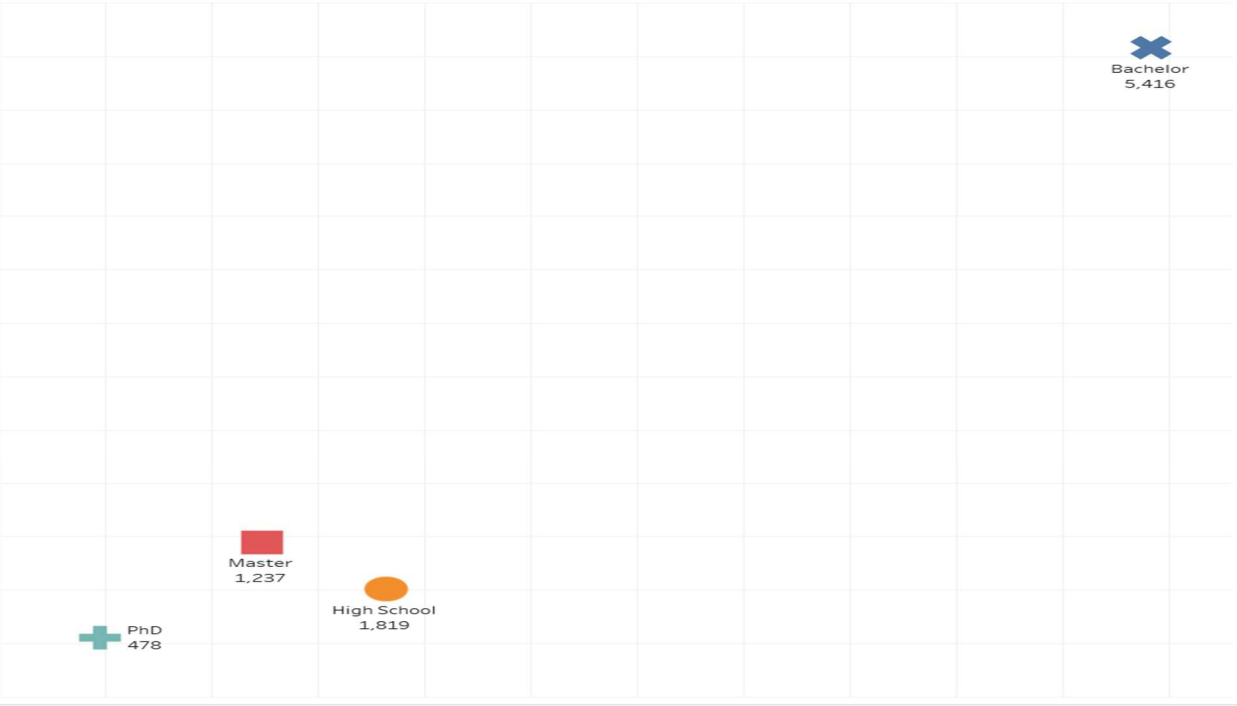
Present the gender in the company (2)

Gender	% of Total Count of Termdate along Gender	Count of HumanResources.csv
Female	47.20%	4,149
Male	52.80%	4,801
Grand Total	100.00%	8,950

Total number of employees by Education & Age group

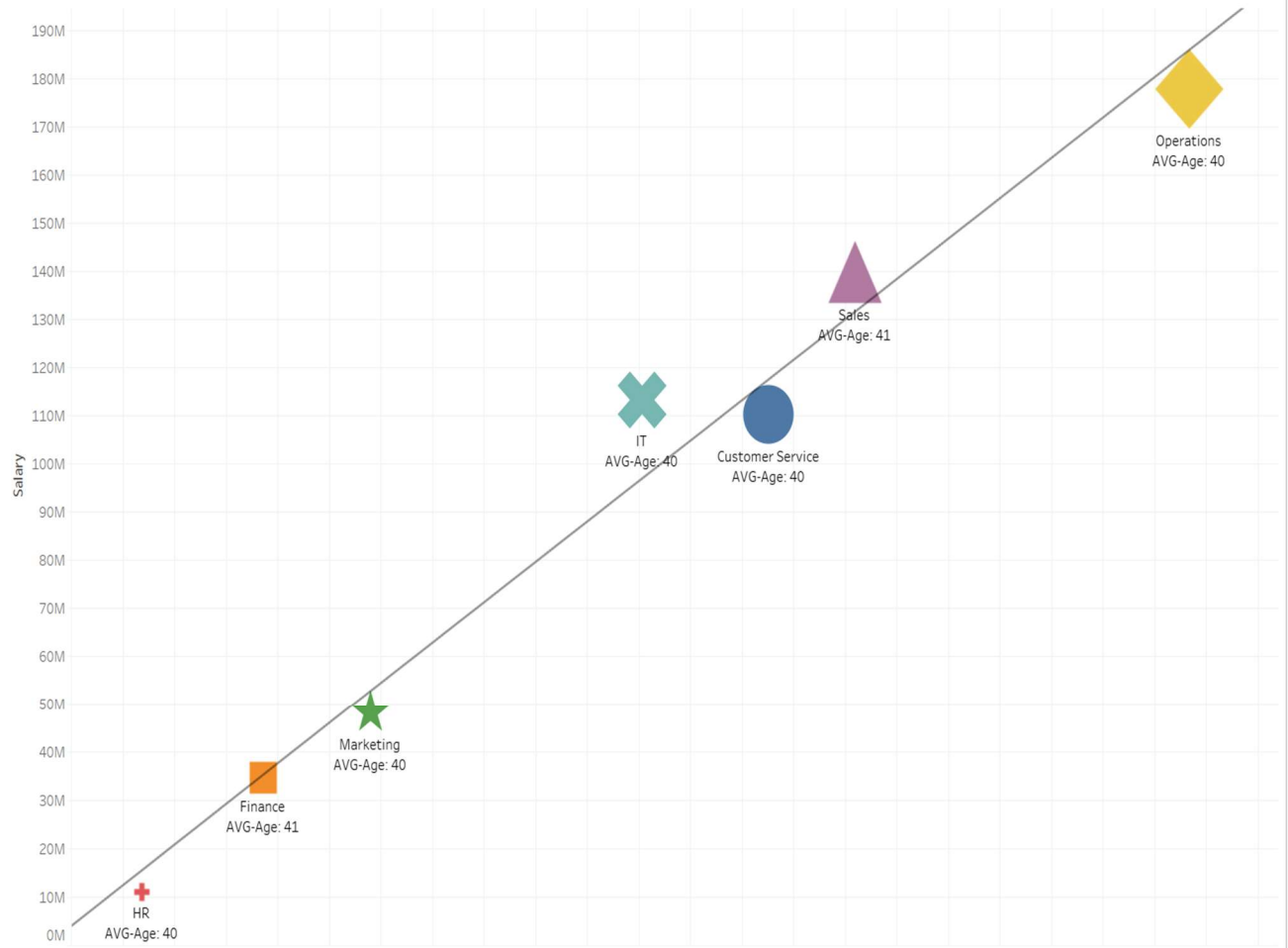


Correlation of employees' educational backgrounds & performance ratings



c. Income

Age correlates with salary for employees by department (2)



d. Employee Info View

Employees Info (2)

Employee ID	Emp Full Name	Department	Job Title	Education Level	Emp Status	
00-10001272	Samuel Burgess	Customer Service	Help Desk Technician	Bachelor	Active	♀ Age: 49 Salary: 66,787 Work Years: 6
00-10006914	Ethan Case	Operations	Inventory Specialist	High School	Active	♂ Age: 44 Salary: 63,874 Work Years: 2
00-10008169	Barbara Blair	Operations	Operations Analyst	Bachelor	Active	♂ Age: 65 Salary: 88,579 Work Years: 2
00-10012470	Amy Davidson	Finance	Accountant	Bachelor	Active	♀ Age: 35 Salary: 62,543 Work Years: 5
00-10017850	Ricky Serrano	Sales	Sales Specialist	Bachelor	Active	♂ Age: 24 Salary: 92,123 Work Years: 8
00-10033114	Kathryn Scott	Operations	Logistics Coordinator	Bachelor	Active	♂ Age: 23 Salary: 64,807 Work Years: 7
00-10047461	Steven Armstrong	Finance	Accountant	Bachelor	Active	♀ Age: 32 Salary: 70,778 Work Years: 8
00-10076576	Erica Kelly	Operations	Inventory Specialist	Bachelor	Active	♂ Age: 25 Salary: 63,824 Work Years: 4
00-10076959	Mark Stewart	Marketing	Marketing Coordinator	Bachelor	Active	♂ Age: 61 Salary: 76,850 Work Years: 7
00-10080009	Gabrielle Crane	Sales	Sales Representative	Bachelor	Active	♀ Age: 47 Salary: 59,328 Work Years: 1
00-10113173	Carol Smith	Marketing	Content Creator	High School	Active	♀ Age: 37 Salary: 60,340 Work Years: 2
00-10113880	Brad Hobbs	Marketing	Content Creator	High School	Active	♂ Age: 38 Salary: 54,733 Work Years: 7

3- Create Dashboard

- Set the pattern for each slide according to the visuals that will show on it
- Set the navigation through the dashboard slides
- Set visuals in its place in the right place according to the data presented