



EXECUTIVE BRIEFING

Workforce Intelligence & Attrition Analysis

A comprehensive review of retention levers, value-at-stake, and strategic planning for the next 12 months.



AUDIENCE

CEO, CHRO, CFO



SCOPE & SCALE

591

Records

14.7%

Attrition



KEY OUTCOME

Align on targets, initiatives, and governance for attrition reduction.



WHY NOW?

Workforce stability is under pressure.

Human capital is our key differentiator, yet we face increasing complexity in managing retention.

14.7% CURRENT ATTRITION RATE

High turnover drives direct replacement costs, disrupts productivity, and erodes institutional knowledge.

THE PROBLEM

- ❗ **Reactive Approach:** Current management relies on intuition rather than evidence.
- 🔍 **Blind Spots:** Lack of clarity on *who* leaves, *when*, and *why*.

Project Objectives

Transitioning from reactive management to proactive analytics.



Reduce Attrition

Identify and mitigate risk factors for specific segments (Age 26-35) before departures occur.



Improve Satisfaction

Correlate job satisfaction with retention to address role-specific burnout and engagement issues.



Strengthen Planning

Ensure diverse succession pipelines and balanced demographics for long-term health.

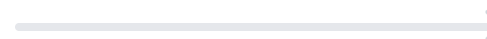


Enable Decisions

Provide leadership with actionable, data-backed recommendations for policy adjustments.

FROM

Gut-Feel Decisions



TO

Evidence-Based Strategy



Key Metrics Snapshot

Analysis of 591 employee records reveals critical workforce health indicators. A **14.7% attrition rate** signals a need for immediate intervention.

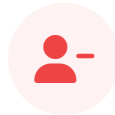
TOTAL EMPLOYEES



591

Baseline workforce sample size

ATTRITION COUNT



87

Total departures in period

ATTRITION RATE



14.7%

⚠ Critical metric requiring review

AVG TENURE



7 Yrs

Proxy for organizational stability

AVG AGE



37.3 Yrs

Reflects a mature workforce

AVG SALARY



6.68K

Mean compensation benchmark

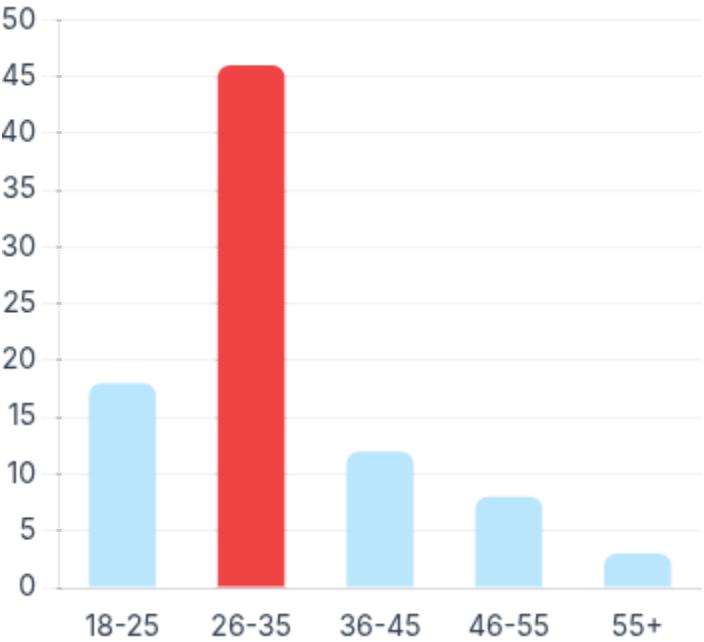


Critical Insights: Attrition Patterns

Segmentation analysis identifies distinct high-risk cohorts. The **26-35 age group** and employees with **"Other"** educational backgrounds are primary drivers of turnover.

BY AGE GROUP

Highest Risk

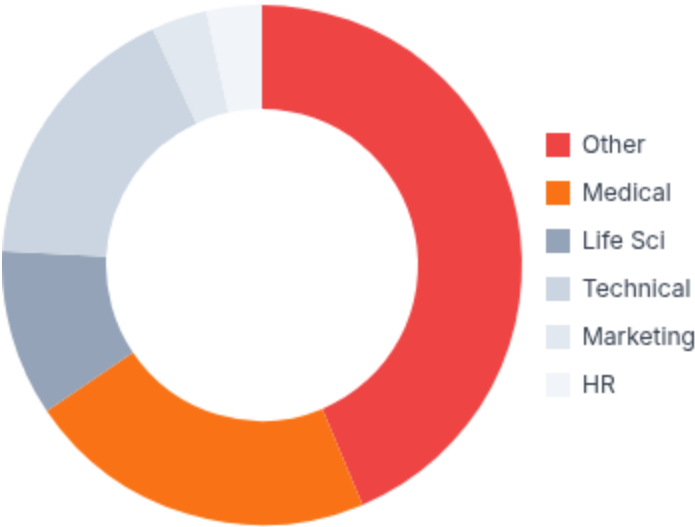


Observation

46 employees (53% of attrition) left from the 26-35 bracket, indicating volatility in early-mid career stages.

BY EDUCATION

Skill Misalignment?

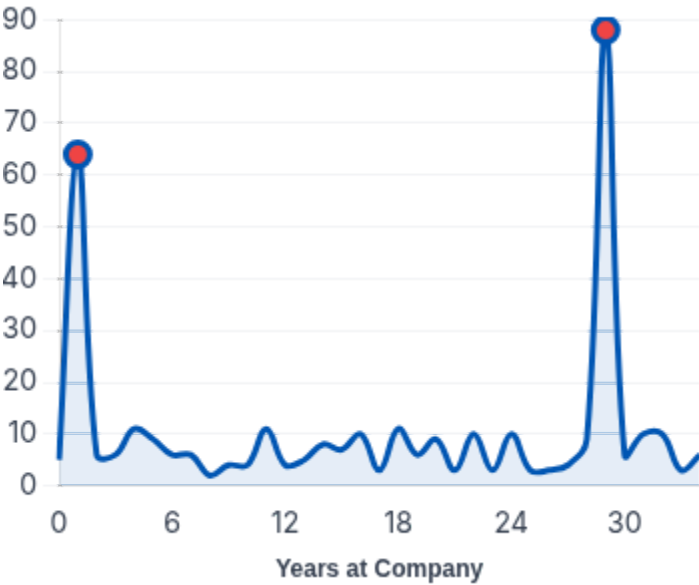


Observation

"Other" (38) and "Medical" (19) fields account for **65% of departures**, suggesting potential role misalignment.

BY TENURE (YEARS)

Critical Milestones



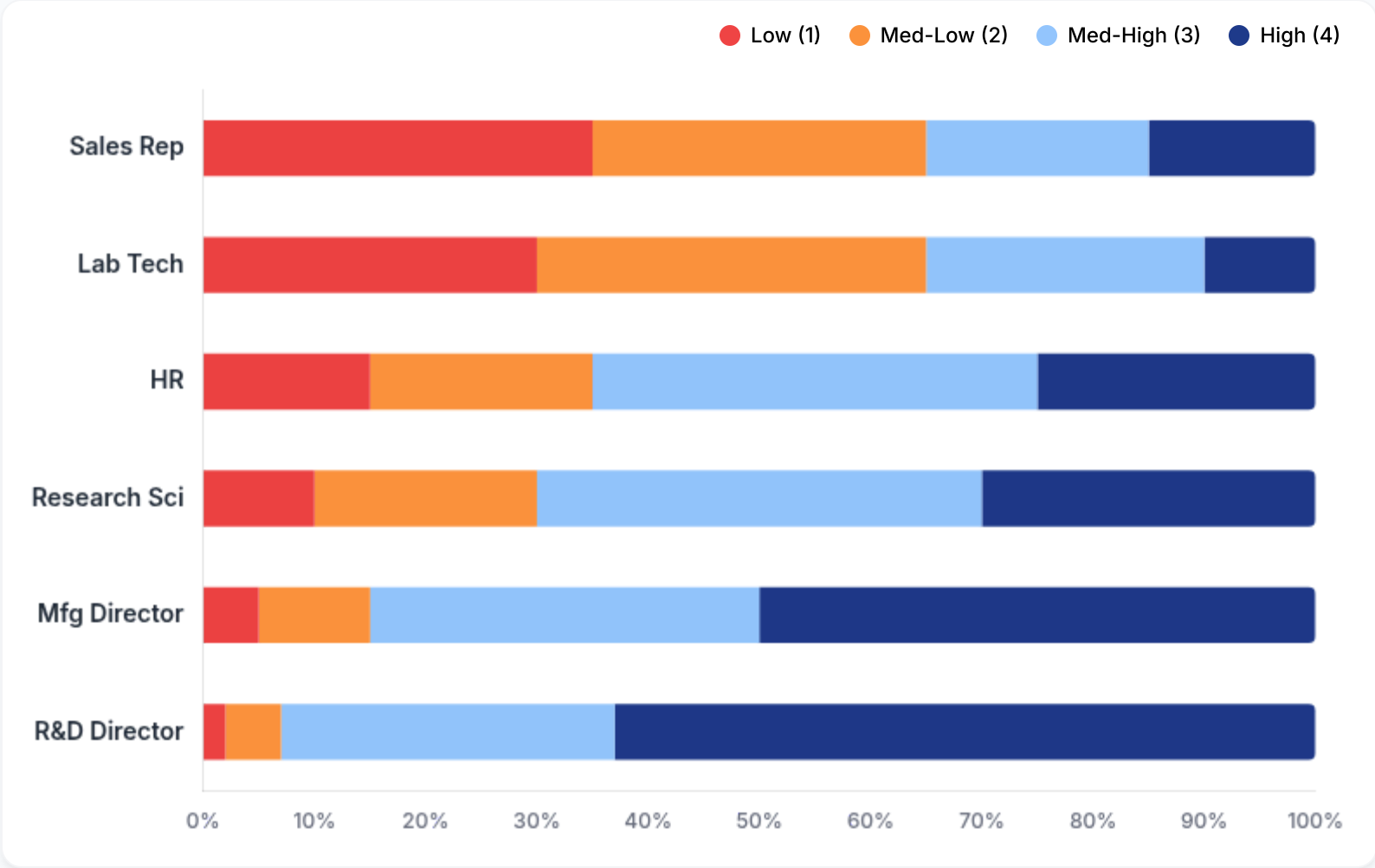
Observation

Distinct spikes at **Year 1** (early churn) and **Year 29** (retirement) reveal bimodal risk.



Job Satisfaction by Role

Analysis reveals a polarization of sentiment. While leadership roles report high engagement, **Sales Representatives** and **Lab Technicians** show alarming dissatisfaction rates.



Critical Hotspots

Sales Reps and Lab Technicians display the highest concentration of "1" and "2" ratings.

- **Sales:** Likely driven by commission structure volatility.
- **Lab Techs:** Potential issues with repetitive workload.

Immediate Actions

- 1 Deep-Dive Pulse Survey**
Deploy specific questionnaires to Sales & Lab teams to isolate root causes.
- 2 Manager Enablement**
Equip frontline managers with retention toolkits and intervention budgets.



5 Priority Initiatives

Execution: Q1-Q2

1 Targeted "Stay Interviews" (Age 26-35)
Deploy proactive retention discussions for the highest risk group (46 exits). Identify individual career aspirations before resignation letters land.

2 Career Architecture for "Other" & Medical
Address the 65% attrition share in these fields by creating clear internal mobility maps and skill utilization reviews.

3 Onboarding & Early Career Support
Counter the Year 1 attrition spike with a structured 12-month onboarding program, including mentorship and 90-day check-ins.

4 Role-Specific Engagement (Sales/Lab)
Address low satisfaction scores through comp structure review for Sales and workload balancing for Lab Technicians.

5 Succession Planning (Senior Tenure)
Mitigate knowledge loss from the Year 29 spike by formalizing knowledge transfer processes and identifying successors.

Value at Stake

ANNUAL SAVINGS PROJECTION

Target Attrition Reduction

14.7% → 12.0%

Retained Talent

~16 Emp.

Avg. Replacement Cost
(0.5x Annual Salary of \$80.2k)

\$40.1k

Total Estimated Savings

\$0.64M
+ Productivity Gains & Morale

**Assumptions: Replacement cost includes recruitment, training, and ramp-up time.*



Implementation Roadmap

0-90 DAYS & BEYOND

A phased approach to transition from insights to action, prioritizing immediate retention risks while building long-term institutional capabilities.

1

PHASE 1

0–30 Days

Mobilize & Diagnose

- ✓ **Validate Data:** Confirm "Year 29" anomaly & KPI definitions.
- ✓ **Launch Stay Interviews:** Target Age 26-35 cohort immediately.
- ✓ **Pulse Survey Design:** Create targeted pulses for Sales & Lab Techs.

2

PHASE 2

31–60 Days

Pilot Interventions

- ✓ **Internal Mobility:** Pilot pathways for "Medical" & "Other" backgrounds.
- ✓ **Quick Wins:** Adjust comp/workload for critical hotspots.
- ✓ **Onboarding Fix:** Standardize 90-day check-in process.

3

PHASE 3

61–90 Days

Scale & Optimize

- ✓ **Scale Pilots:** Expand mobility programs to all depts.
- ✓ **Succession Planning:** Map successors for senior tenure exits.
- ✓ **Knowledge Transfer:** Formalize handover protocols.

🚩

LONG TERM

Q2 – Q4

Sustain & Embed

- ✓ **Enterprise Rollout:** Full adoption of data-driven retention policies.
- ✓ **Governance:** Quarterly HR analytics reviews with C-Suite.
- ✓ **Integration:** Link attrition models to annual workforce planning.



Targets, Governance & Decisions

Proposed 12-Month Targets (OKRs)

FY 2026 Goals

ORGANIZATION ATTRITION

≤12.0% 14.7%

Primary KPI. Reduction stabilizes core workforce.

EARLY TENURE CHURN

-25% ↓ Year 1 Exits

Driven by new onboarding & mentorship programs.

ROLE SATISFACTION

+15% Sales & Lab

Improvement in engagement scores (1-4 scale).

SUCCESSION READINESS

+20% Critical Roles

Coverage for Year 29+ retirement wave.

GOVERNANCE FRAMEWORK

- Monthly Review

Audience: CEO, CHRO
- Quarterly Deep Dive

Audience: Function Leads
- CHRO

Program
- CFO

ROI/Value
- VPs

Execution

Decisions Required

Immediate approval needed to launch Phase 1 initiatives.

- ✓

Approve Target Ranges

Formalize the 12% attrition goal and associated departmental sub-targets.
- ✓

Endorse Pilot Resources

Allocate budget for "Stay Interview" training and internal mobility platform pilot.

STATUS

PENDING APPROVAL