



# PERFORMANCE ANALYSIS OF EMPLOYEES OF DIFFERENT DEPARTMENT

DATA DASHBOARD AND VISUALIZATION USING ADVANCED EXCEL

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# IDEA BEHIND THE ANALYSIS

This Analytical study is based on the Performance of employees in different departments.

Here I try to Analysis department wise number of employees and their performance on the basis of the ratings and the Experience they have gained in the past working years on their particular field and their salary hike etc.

# MAIN OBJECTIVES

## DEPARTMENT

- Which department has Highest number of Employees?
- From which department Employees are getting higher salary?

## EXPERIENCE

- Up to how much years of experienced employee get higher salary?
- Does Experienced employees have any impact on good rating?

## AGE/RATING

- Does higher age impact on salary.
- How many employees are in each department has good ratings?

## LOCATION

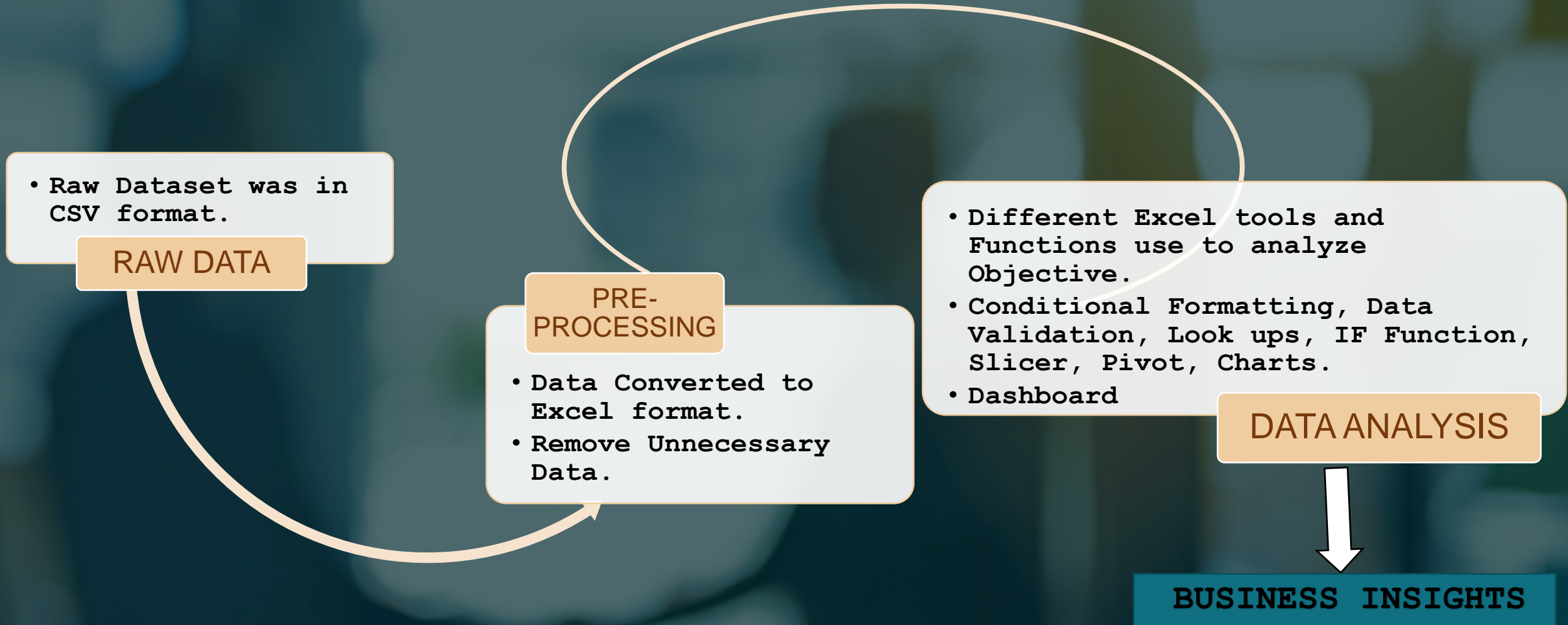
- Does far distance to office has any impact on number of employees?

# DATA OUTLOOK

	A	B	C	D	E	F	G	H	I
1	Name	Gender	Department	Annual Salary	Location	Rating	Distance to Office	Age	Tenure in Company
2	Aarti Panchal	Female	CEO	10000000	Mumbai	Very Good	25	31	10.4
3	Aastha Behl	Female	Sales	880500	Bengaluru	Very Good	7	40	18.2
4	Abhinaw Sinha	Male	Engineering	682200	Bengaluru	Good	15	28	6.6
5	Abhishek Dabb	Male	Legal	563700	New Delhi	Very Good	5	39	13.3
6	Abhishek Kumar Preetam	Male	Support	1070900	New Delhi	Poor	10	26	4.8
7	Addi Studdeard	Female	Support	1084500	Mumbai	Poor	6	38	6.7
8	Addia Penwright	Male	Human Resources	411600	Bengaluru	Average	7	34	1.9
9	Addy Pimblett	Male	Legal	1090000	Mumbai	Very Good	7	41	9.3
10	Adesh Doifode	Male	Support	430200	New Delhi	Average	9	37	8.3
11	Adey Ryal	Female	Business Development	378000	Bengaluru	Average	21	32	7.1
12	Adi Seawright	Female	Sales	883800	New Delhi	Average	9	33	10.7
13	Aditi Chauhan	Female	Product Management	844200	Mumbai	Average	25	35	13.4
14	Aditi Rakesh Trivedi	Female	Legal	1017600	Mumbai	Good	19	30	1.3
15	Aditi Ramesh Karle	Female	Sales	1107800	Mumbai	Poor	1	26	3.8
16	Adolph McNalley	Male	Human Resources	684300	Mumbai	Good	21	30	6
17	Adrianne Gave	Male	Training	1053700	New Delhi	Good	28	30	3.3
18	Aeriell Cuell	Male	Engineering	1138000	Bengaluru	Average	11	34	10.5
19	Aher Sachin Shivaji	Male	Sales	763000	New Delhi	Average	17	36	10.5
20	Ajay Kumar Varshney	Male	Sales	445300	New Delhi	Average	1	34	1.4
21	Akella Katyayani Naga Subhadra	Female	Legal	637100	Bengaluru	Average	20	36	4.7
22	Akshay Rana	Male	Product Management	627800	Mumbai	Very Good	22	27	4.1



# DATA PROCESSING STEP



HR Case Study - Excel

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CutCopyFormat PainterClipboard

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Wrap TextMerge & CenterAlignment

GeneralNumber

Conditional FormattingTable

Normal 2NormalBadGoodNeutralCalculationStyles

InsertDeleteFormatCells

AutoSumFillClearSort & FilterEditing

A	B	C	D	E	F	G	H	I	J	K	L	M	N	O	P
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Aldrich Glenly	Male	Training	1197500	Bengaluru	Average	31	8.2								
Alexine Portail	Female	Research and Develo	1169800	New Delhi	Very Poor	33	2.4								
Alford Gerardi	Female	Accounting	359400	Mumbai	Good	26	2.2								
Ali Roubert	Not Revealed	Services	1090400	Bengaluru	Average	32	9								
Alikee Jecock	Female	Services	1091600	New Delhi	Good	37	15.1								
Alisha Blotchke	Not Revealed	Human Resources	755400	Mumbai	Average	33	7.9								
Allene Gobbet	Female	Engineering	300000	New Delhi	Average	26	2.9								
Allyce Hincham	Male	Sales	762100	Mumbai	Good	29	5.9								

Rating Identity

Ratings

	Poor,Very Poor
	Average
	Good,Very Good

In Annual Salary column, apply icons based on the following:

0-400000	
400000-600000	
600000-900000	
>900000	

10.5 Bar represent Experience year in Company





FileHomeInsertPage LayoutFormulasDataReviewViewDeveloperTell me what you want to do...Sign inShare

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B I U

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Wrap TextMerge & Center

Alignment

General

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Number

Conditional FormattingTable

Normal 2NormalBadGoodNeutralCalculation

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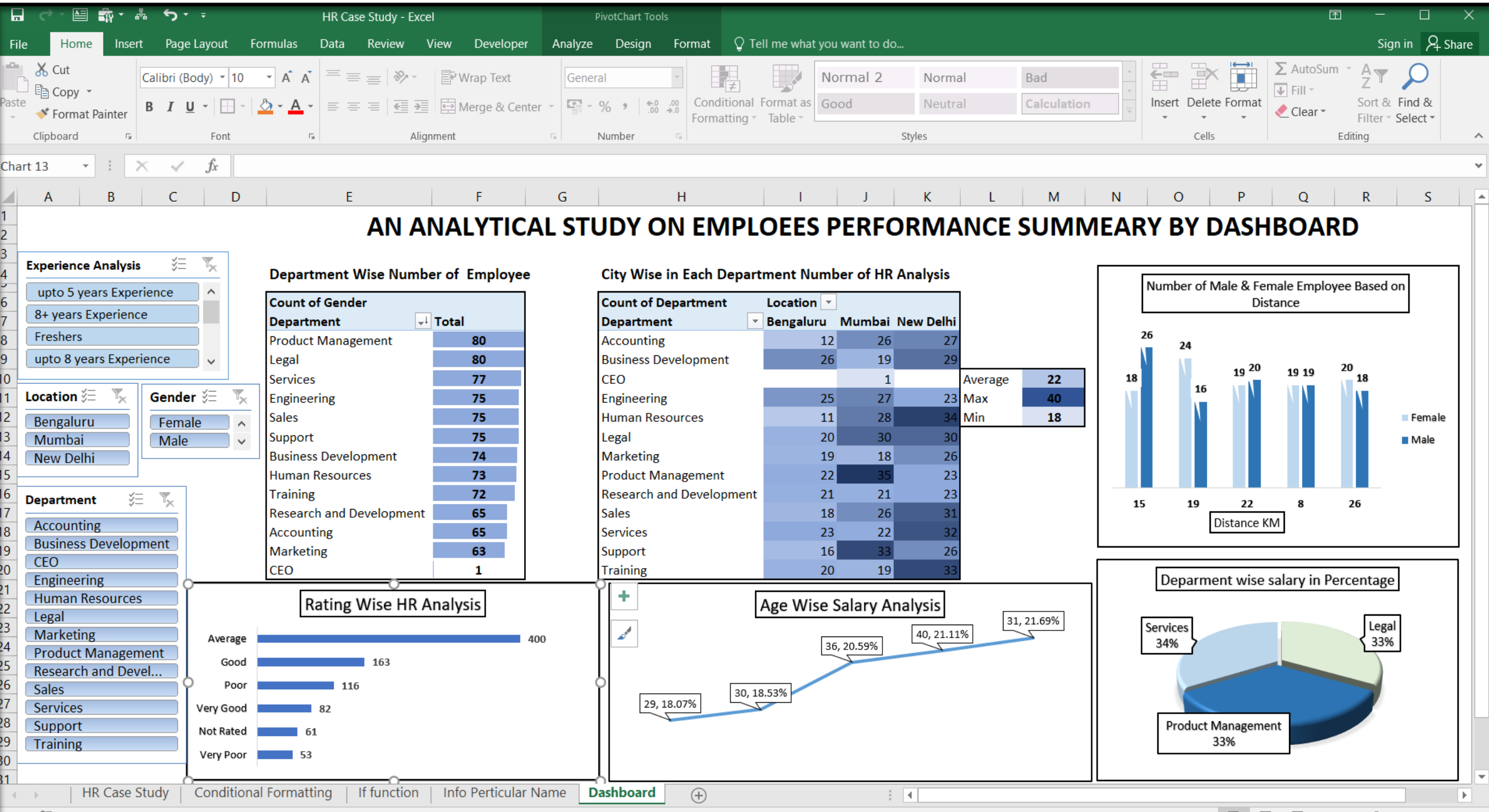
Sort & Find & FilterSelect

Editing

A2Adey Ryal

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14	End User able to pick one HR's Name at a time, and information will change according to that name.											
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HR Case StudyConditional FormattingIf functionInfo Perticular NameDashboard



# CONDITIONAL FORMATTING

Used for,

- ✓ Identify Ratings of employees by color
- Salary range of employees by Icon
- Experience Year of employees by bar

## IF FUNCTION

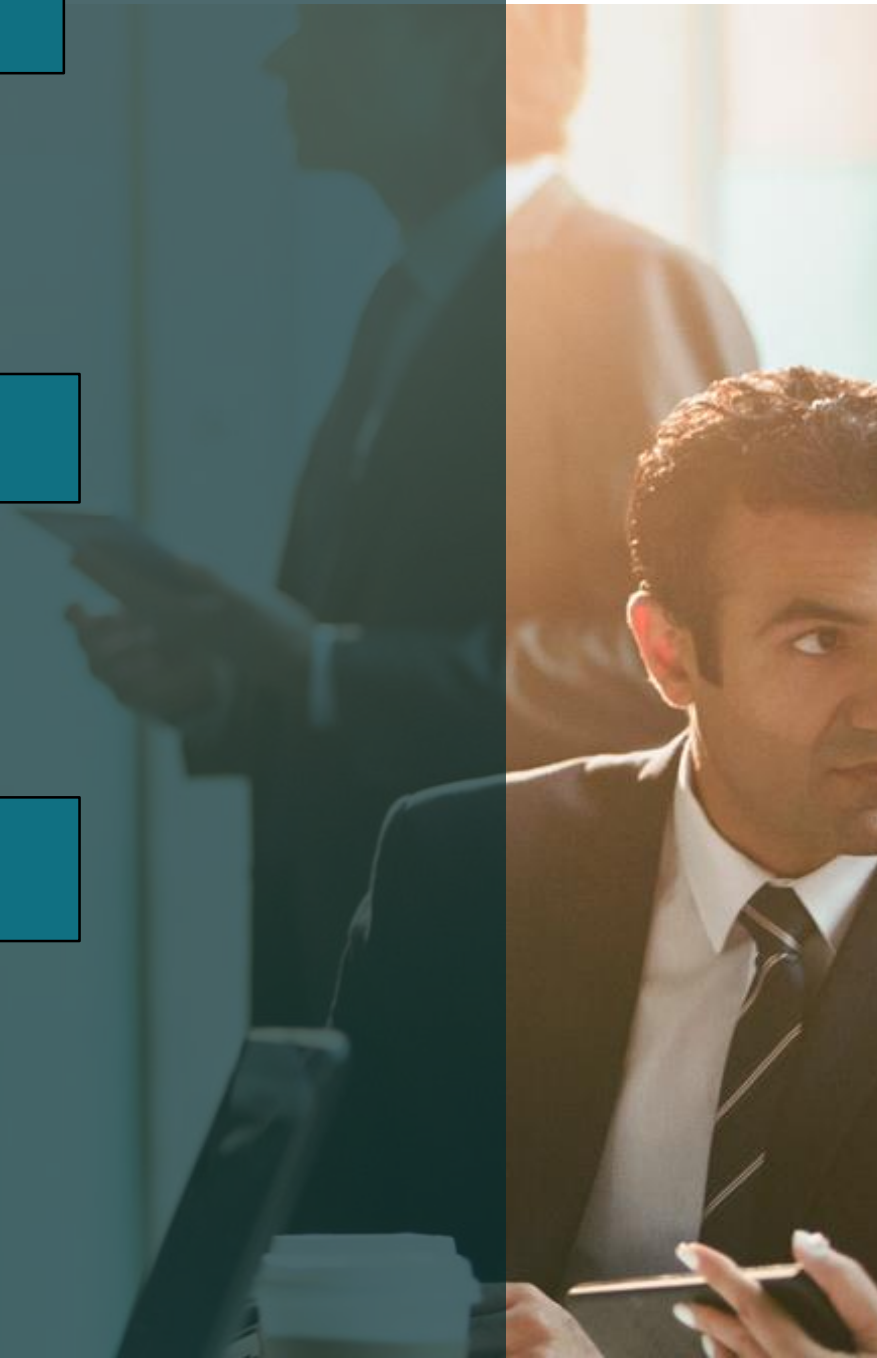
Used for,

- ✓ From Tenure in Company Column IF function helps to make Slicer of Experience for dashboard

## VLOOKUP FUNCTION & DATA VALIDATION

Used for,

- ✓ End User will able to pick one employee's Name at a time, and information will change according to that name





# KEY FINDINGS

- The highest number of employees are in department of Product Management followed by Legal and Sales .
- The Bangalore city has highest number of Business Development and Engineers.
- In Mumbai city the Training and Marketing has low Employees.
- New Delhi has the maximum number of Employees in each department among the 3 cities.
- Over all maximum customers are coming from 15-25km distance.
- Maximum number of employees are getting 'Average' rating where as 'Very Good' rating is low.
- Above the age of 30 the salary is high whereas 31 to 36 aged are getting highest salary followed by 40, 30,29 age person.
- Maximum Salary of female on department of Legal, Business Development. for Male on Product Management, service and Training.



# INSIGHTS

Based on the Performance of the Employees some proposition can be suggested.

They are:

- ❑ Over all employees are getting average ratings though they have up to 6 to 9 years of experience, so employees should ask customers for reason behind this rating, according to that they can improve their working performance.
- ❑ In department of Research & Development, Accounting and Marketing employees are less, these are important departments of business so HR should hire more employees in that area.

# THANK YOU!



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