IMPROVING MILITARY HR PROGRAMS

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BACKGROUND

As an HR Data Analyst for the Texas Air National Guard, I was responsible for managing full-time employment data, improving reporting accuracy, and streamlining workforce analytics. The organization needed a more efficient way to track full-time hiring actions, vacancy data and resource management trends.

CHALLENGE

The existing HR data system relied on manual data entry and outdated reporting methods, leading to:

• **Inconsistent data quality** due to errors and missing information.

• **Time-consuming reporting** that delayed critical decision-making.

• **Limited visibility** into key workforce metrics, affecting strategic planning.

SOLUTION

I developed and implemented a data-driven solution to improve HR reporting and analytics by:

• **Automating Data Cleaning & Validation** – Standardized personnel records, removed duplicates, and ensured data consistency.

• **Enhancing Reporting Capabilities** – Built automated dashboards in Power BI/Excel to track vacancy management, full-time hiring actions, and HR related processes.

• **Implementing Data Governance Measures** – Established best practices for data accuracy, validation, and security compliance.

RESULTS

• **50% Reduction in Reporting Time** – Automated workflows eliminated manual data processing, increasing efficiency.

• **Improved Data Accuracy** – Standardized processes reduced errors and ensured reliable workforce analytics.

• **Enhanced Decision-Making** – Leadership gained real-time insights into personnel readiness, training compliance, and retention trends.

CONCLUSION

By leveraging data analytics, I transformed HR reporting for the Texas Air National Guard, improving efficiency, accuracy, and strategic workforce planning. This project demonstrated the power of data-driven decision-making in a high-stakes environment.